

Department of Homeland Security Federal Emergency Management Agency

General Info

Project #	5337	Project Type	Work Completed / Fully Documented
Project Category	G - Parks, Recreational Facilities, and Other Items	Applicant	Cutler Bay, Town of (086-UXXTX-00)
Project Title	Lake by the Bay Park- Cutler Ridge Park-Pool	Event	4337DR-FL (4337DR)

Damage Description and Dimensions

The Disaster # 4337DR, which occurred between **09/04/2017** and **10/18/2017**, caused:

Damage #24727; Lake by the Bay Park

Lake by the Bay Park (built in approximately 2005) is a municipal park described as community center, located at 8561 SW 216th street, Cutler Bay, FL (25.565405 -80.327754). The following components were damaged by high winds, heavy rains and flooding on 9/10/2017:

- Irrigation equipment, 1 each of pump motor, shorted out due to submersion, 100% work completed.
- Irrigation equipment, 1 each of irrigation timer, shorted out by heavy rains and flooding , 100% work completed.
- Irrigation equipment, 1 each of electrical panel, shorted out by heavy rains and flooding, 100% work completed.
- Lighting, 22 each of overhead lights, high winds knocked out , 100% work completed.
- Lighting, 25 each of overhead lights, high winds misaligned, 100% work completed.

Damage #24760; Cutler Ridge Park-Pool

Cutler Ridge Park-Pool (built in approximately 2005) is a municipal park described as pool, located at 10100 SW 200th St, Cutler Bay, FL (25.580288 -80.355627). The following components were damaged by high winds and heavy rains on 9/10/2017:

- Umbrella, 1 each of 20 FT diameter poolside umbrella, blew apart during high winds, 100% work completed.
- Chlorine controller, 1 each of pool chlorine controller, shorted out by heavy rains , 100% work completed.
- Lighting, 7 each of 175 watt lamps , high winds knocked out , 100% work completed.
- Lighting, 3 each of 175 watt lighting ballasts, high winds knocked out , 100% work completed.
- Lighting, 2 each of 1000 watt lamps, high winds knocked out , 100% work completed.
- Lighting, 2 each of 1000 watt lighting ballasts, high winds knocked out , 100% work completed.

Scope of Work

24727 Lake by the Bay Park

Work Completed

The Applicant utilized contracts for the following repairs to damaged park facility equipment.

- A. Remove and replace 1 EA irrigation pump
- B. Remove and replace 1 EA irrigation timer

- C. Remove and replace 1 EA irrigation electrical panel
- D. Replace 22 EA overhead light bulbs
- E. Realign 25 EA overhead lights

1. Contract: \$20,360.34

Work Completed totals: **\$20,360.34**

Scope Notes:

- 1. See *Project 5337-LBTB Park Invoices* for actual cost information.

Project Notes:

- 1. All procurement documents have been provided and reviewed
- 2. See attached invoice validation spreadsheet titled *CP5337-DR4337-Invoice Validation Spreadsheet*
- 3. The Applicant is not Claiming Direct Administrative Costs
- 4. Procurement Policy has been uploaded and reviewed.
- 5. There are no hazard mitigation opportunities.
- 6. GPS coordinates have been verified for accuracy.
- 7. The Applicant has provided a letter explaining procurement of the Lighting Contactor was on an emergency basis since the facility is designated as an EOC and was supplying the public with necessities. The letter and EOC designation is available on the attached document titled *CP5337-4337DR- Procurement Letter and EOC Designation*.
- 8. The Applicant utilized a sole source contractor to replace the irrigation pump and timer because the equipment was originally purchased from the same contractor and there were system warranty considerations. The Applicant included this statement in the Procurement Letter cited above.

24760 Cutler Ridge Park-Pool

Work Completed

The Applicant utilized contracts for the following repairs to damaged park facility equipment.

- A. Replace 1 EA 20 FT diameter poolside umbrella
- B. Remove and replace 1 EA Chlorine controller
- C. Remove and replace 7 EA 175 watt lamps
- D. Remove and replace 3 EA 175 watt lighting ballasts
- E. Remove and replace 2 EA 1000 watt lamps
- F. Remove and replace 2 EA 1000 watt lighting ballasts

1. Contract: \$7,375.39

Work Completed totals: **\$7,375.39**

Scope Notes:

1. See *Project 5337 - Cutler Ridge Park Pool Invoices* for actual cost information.

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Cost

Code	Quantity	Unit	Total Cost	Section
9903 (No Direct Administrative Costs)	1.00	Lump Sum	\$0.00	Completed
9001 (Contract)	1.00	Lump Sum	\$7,375.39	Completed
9001 (Contract)	1.00	Lump Sum	\$20,360.34	Completed

CRC Gross Cost **\$27,735.73**Total 406 HMP Cost **\$0.00**Insurance Reduction **-\$0.00**CRC Net Cost **\$27,735.73**Federal Share (75.00%) **\$20,801.80**Non-Federal Share **\$6,933.93****Subgrant Conditions**

- As described in 2 CFR, Part 200 § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a sub-recipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions, Part 200.333, (a) – (f), (1), (2). All records relative to this Project Worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- The Applicant/Subrecipient was advised by the FEMA Program Delivery Manager that in the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Applicant/Subrecipient chooses not to claim costs to manage and administer its Application as part of the Public Assistance program's grant award. Declining these costs does not exempt the Applicant/Subrecipient from maintaining records adequately and documenting the source and application of funds as required by 2 CFR § 200.413.

Insurance**Additional Information**

02/27/2018

FINDINGS

The applicant participates in the Florida League of Cities' Florida Municipal Insurance Trust, member number FMIT #1164, for the period October 1, 2016 through October 1, 2017. The program has blanket limits of \$27,735,516, subject to a \$1,000 deductible per occurrence. Windstorm is subject to a 5% deductible based on TV at the location involved. Property located within ½ mile of coastal water is excluded from coverage.

Lake by the Bay Park located at 8561 SW 216th street, Cutler Bay, FL (25.565405 -80.327754) suffered wind and rain damage to irrigation pumps, timer and electrical panel, as well as damage to 22 overhead light bulbs and 25 overhead lights that were misaligned. Total Cost:

This location is subject to an absolute exclusion for windstorm damage as it is within ½ mile of coastal water and is not scheduled to the property program. There is no potential insurance recovery for these costs.

The repairs to the light poles are not included in the obtain/maintain insurance requirement as they are currently not insured and do not meet the criteria of being a building, equipment, contents or vehicles for an obtain/maintain insurance requirement to be imposed.

Cutler Ridge Park Pool - located at 10100 SW 200th St, Cutler Bay, FL (25.580288 -80.355627) suffered wind and rain damage to a pool side umbrella, chlorine controller and various pool lights. Total Cost: \$7,375.39

Each of these items at Cutler Ridge Park Pool are insured individually in the applicant's property program. As they are independent systems, no single repair cost exceeds the \$5,000 threshold for a obtain/maintain insurance requirement.

This is a scheduled location and has insurance coverage subject to the \$16,534.00 5% TIV windstorm deductible. There is no potential recovery of insurance as the cost of the project does not exceed the deductible.

It is anticipated that the cost to repair this facility would have been covered wholly or in part by insurance but will not exceed the \$16,543.00 named storm deductible amount at this location and will therefore remain the responsibility of the Applicant. No insurance proceeds are anticipated for the damages included on this project. No reductions will be made at this time.

FEMA requires the Applicant to take reasonable efforts to pursue claims to recover insurance proceeds that it is entitled to receive from its insurer(s). In the event that any insurance proceeds are received for these expense, those proceeds must be reduced from FEMA Public Assistance funding to ensure no duplication of benefits has occurred.

No duplication of benefits from insurance is anticipated for work described in this application. In the event any part or all costs are paid by an insurance policy, a duplication of benefits from insurance will occur. Applicant must notify grantee and FEMA of such recoveries and the Sub-Grant amount must be reduced by actual insurance proceeds.

REPETITIVE DAMAGES

No previous disaster requirements found.

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REQUIREMENTS

Lake by the Bay Park located at 8561 SW 216th street, Cutler Bay, FL (25.565405 -80.327754)

44 CFR 206.250-253 is a grant condition. Cutler Bay must obtain and maintain windstorm insurance coverage for the station repairs to irrigation pump, frequency drive, motor and electrical panel. The required minimum amount is the sum from all sub-grant applications for the specific damages as a result of this declared disaster (DR 4337 FL). FEMA will not provide assistance for repair in future disasters if the requirement to obtain and maintain property insurance is not met.

Obtain/Maintain Windstorm Damage Insurance for irrigation system pump/drives/electrical panel - \$8,698.46

FEMA will reduce assistance in a subsequent disaster by the amount of insurance required in the previous disaster regardless of the amount of any deductible or self-insured retention the applicant assumed; or the method of coverage the applicant chose in order to comply with the requirement.

Cutler Ridge Park Pool - located at 10100 SW 200th St, Cutler Bay, FL (25.580288 -80.355627)

The requirements of section 311 of the Stafford Act are waived when the eligible scope of work costs for a single item do not exceed \$5,000.00.

Mark Ferraro CPCU ARM (CTR) Insurance Specialist PA CRC Winchester VA

O&M Requirements

There are no Obtain and Maintain Requirements on **Lake by the Bay Park- Cutler Ridge Park-Pool**.

406 Mitigation

2/20/2018 – Per projects notes, no mitigation was incorporated/identified by the applicant for the damage and repairs detailed in the DDD and SOW of this project. Work completed appears to be repair in kind. D Gearman

Environmental Historcal Preservation

Is this project compliant with EHP laws and orders?

Yes

EHP Conditions

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

EHP Additional Info

There is no additional environmental historical preservation on **Lake by the Bay Park- Cutler Ridge Park-Pool**.

Final Reviews

Final Review

Reviewed By Not Reviewed

Reviewed On Not Reviewed

Review Comments

No comments available for the Final Review step

Recipient Review

Reviewed By Parker, Kevan

Reviewed On 03/20/2018 3:47 PM EDT

Review Comments

No issues noted.

Project Signatures

Signed By Casals, Rafael

Signed On 03/21/2018

**Department of Homeland Security
Federal Emergency Management Agency**

General Info

Project #	15634	Project Type	Work Completed / Fully Documented
Project Category	A - Debris Removal	Applicant	Cutler Bay, Town of (086-UXXTX-00)
Project Title	Franjo Park-Cut and dispose of 3-70' (wooden poles)	Event	4337DR-FL (4337DR)

Damage Description and Dimensions

The Disaster # 4337DR, which occurred between 09/04/2017 and 10/18/2017, caused:

Damage #62263; Franjo Park

PAAP Sept 4 through Sept 7, 2017 Debris

During the incident period 9/4/2017 through 10/18/2017, Hurricane Irma deposited the following debris throughout Cutler Bay, Town of.

- Franjo Park, Cutler Bay, Fla, a Other Public Property, is 3-70' wooden poles, wooden telephone poles. The work was completed between 9/4/2017 and 9/7/2017 by Contract, with a permit.

Scope of Work

62263 Franjo Park

PAAP Sept 9/4/2017 through 9/17/2017

Damage #: 62263 Town of Cutler Bay, Florida

Work Completed:

This project was funded at 75% Federal Cost Share for a period of 1 – 30 days from 9/4/2017 through 9/17/2017, (See Scope Note1).

A. Force Account Labor (FAL): \$0

B. Force Account Equipment (FAE): \$0

C. Direct Administrative Costs (DAC): \$0

D. **Contract Services:** Removal & haul 3-70' electrical poles (not telephone poles as identified in the Damage Description). (See Scope Note 2 - invoice indicates work completed on 9/13/2017).

- Electrical Contracting Services Removed / Hauled the wooden poles to the South Dade Landfill (25.545644/-80.345899) (See Scope Note 3 & 4).

Work Completed Totals: \$3,620.00

Scope Notes:

1. Public Assistance Alternate Procedures Pilot Program Debris Removal Acknowledgement
2. Contractor estimate & invoice. (Contract Document-Franjo Park Poles-PO #1560.pdf)
3. Letter from FDEP, dated 1/29/2017 (Email sent from PDMG, included in Validation Documents).
4. Letter from FDEP, dated 11/28/17 (Email sent from PDMG, included in Validation Documents).

Project Note:

1. Applicant policies & procedures manual. (Town of Cutler Bay Purchasing Ordinance.pdf)
2. Project photographs. (Included in Validation Document)

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Cost

Code	Quantity	Unit	Total Cost	Section
9231 (Contract - Debris Removal)	1.00	Lump Sum	\$3,620.00	Completed
9903 (No Direct Administrative Costs)	1.00	Lump Sum	\$0.00	Completed

CRC Gross Cost **\$3,620.00**Insurance Reduction **-\$0.00**CRC Net Cost **\$3,620.00**Federal Share (75.00%) **\$2,715.00**Non-Federal Share **\$905.00****Subgrant Conditions**

- As described in 2 CFR, Part 200 § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a sub-recipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions, Part 200.333, (a) – (f), (1), (2). All records relative to this Project Worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- The Applicant/Subrecipient was advised by the FEMA Program Delivery Manager that in the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Applicant/Subrecipient chooses not to claim costs to manage and administer its Application as part of the Public Assistance program's grant award. Declining these costs does not exempt the Applicant/Subrecipient from maintaining records adequately and documenting the source and application of funds as required by 2 CFR § 200.413.
- The terms of the FEMA-State Agreement are incorporated by reference into this project award under the Public Assistance grant and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Policy and Program Guide; and other FEMA policy and guidance.
- The DHS Standard Terms and Conditions in effect as of the date of the declaration of this major disaster are incorporated by reference into this project award under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at 2 C.F.R. pt. 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. pt. 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
- The applicant must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the applicant commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.

Insurance**Additional Information**

FINDINGS

The applicant participates in the Florida League of Cities' Florida Municipal Insurance Trust, member number FMIT #1164, for the period October 1, 2016 through October 1, 2017. The program has blanket limits of \$27,735,516, subject to a \$1,000 deductible per occurrence. Windstorm is subject to a 5% deductible based on TV at the location involved. Property located within ½ mile of coastal water is excluded from coverage.

Franjo Park, 20175 Franjo Road Cutler Bay, FL is a scheduled location in the property policy. The windstorm deductible for this location is \$18,270. There is no potential insurance recovery for the cost of removing the damaged poles and their disposal.

It is anticipated that the cost to clear debris from the facility would have been covered wholly or in part by insurance but will not exceed the \$18,270 named storm deductible amount at this location and will therefore remain the responsibility of the Applicant. No insurance proceeds are anticipated for the damages included on this project. No reductions will be made at this time.

FEMA requires the Applicant to take reasonable efforts to pursue claims to recover insurance proceeds that it is entitled to receive from its insurer(s). In the event that any insurance proceeds are received for these expense, those proceeds must be reduced from FEMA Public Assistance funding to ensure no duplication of benefits has occurred.

No duplication of benefits from insurance is anticipated for work described in this application. In the event any part or all costs are paid by an insurance policy, a duplication of benefits from insurance will occur. Applicant must notify grantee and FEMA of such recoveries and the Sub-Grant amount must be reduced by actual insurance proceeds.

REPETITIVE DAMAGES

No previous disaster requirements found.

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REQUIREMENTS

No insurance requirements are mandated for Debris Removal (Category A work). Insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct buildings, contents, equipment, and vehicles (FEMA Recovery Policy FP 2010-086-1).

Mark Ferraro CPCU ARM (CTR) Insurance Specialist PA CRC Winchester VA

O&M Requirements

There are no Obtain and Maintain Requirements on **Franjo Park-Cut and dispose of 3-70' (wooden poles)**.

Environmental Historical Preservation

Is this project compliant with EHP laws and orders?

Yes

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

EHP Additional Info

There is no additional environmental historical preservation on **Franjo Park-Cut and dispose of 3-70' (wooden poles)**.

Final Reviews**Final Review**

Reviewed By Not Reviewed

Reviewed On Not Reviewed

Review Comments

No comments available for the Final Review step

Recipient Review

Reviewed By Parker, Kevan

Reviewed On 03/21/2018 2:55 PM EDT

Review Comments

No issues noted

Project Signatures

Signed By Casals, Rafael

Signed On 03/21/2018