



Office of the Town Manager

Rafael G. Casals, ICMA-CM, CFM  
Town Manager

April 4, 2018

Ms. Kelly Smith Burk, Director  
FDACS - Office of Energy  
The Holland Building, Suite B04  
600 South Calhoun Street  
Tallahassee, Florida 32399-0001

RECEIVED

APR 06 2018

FDACS Office of Energy

RE: Florida Small Community Energy Efficient Lighting Grant Program  
Application Number: #2 – **Corrected Application**

Dear Ms. Burk,

Thank you for considering the Town of Cutler Bay's application for the Florida Small Community Energy Efficient Lighting Grant Program. Pursuant to the letter received from the Office of Energy dated March 28, 2018, I am providing a revised original copy of the grant signed by the Town's Mayor, Peggy R. Bell.

This will resolve the minor deficiency noted "*the application did not include a signed delegation of authority or resolution authorizing the Town Manager to apply for and receive federal financial assistance*".

Please feel free to contact our Grants Coordinator, LaKeesha Morris at 305-234-4262 or via email at [lmorris@cutlerbay-fl.gov](mailto:lmorris@cutlerbay-fl.gov) with any questions regarding this application. We thank you for this opportunity and hope to work with you in the near future.

Kind Regards,

Rafael G. Casals  
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

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052		<b>2. Amount of funds requested for this project:</b> \$86,000.00	
<b>3. Subrecipient Legal Name:</b> Town of Cutler Bay			
<b>4. Subrecipient FEIN:</b> 02-0768791		<b>5. Subrecipient DUNS Number:</b> 789019275	<b>6. Subrecipient Registered in SAM :</b> Yes
<b>7. Street Address:</b> 10720 Caribbean Blvd. #105			
<b>8. City:</b> Cutler Bay		<b>9. State:</b> FL	<b>10. Zip Code plus 4:</b> 33189-1257
<b>11. Mailing address (If different from above):</b> Same			
<b>12. Phone Number:</b> 305-234-4262		<b>13. Fax Number:</b> 305-234-4251	
<b>14. Is the subrecipient delinquent on any federal debt?</b> No		<b>15. Costing Sharing (Match):</b>	<b>16. Congressional District:</b> FL-27
<b>17. Name and contact information of person to be contacted on matters involving this application:</b> Name: LaKeesha Morris-Moreau, Grants Coordinator Phone Number: 305-234-4262 Email: lmoreis@cutlerbay-fl.gov			
<b>18. Subrecipient Type: (Circle one)</b> Indian Tribal Government    Individual    Institution of Higher Education Local Government    Non-Profit Organization    State Government    Other			
<b>19. Descriptive Title of Subrecipient Project:</b> Cutler Ridge Park Lighting Enhancement Project			
<b>20. Funding Period:</b>	<b>Start Date</b> 6/1/2018	<b>End Date</b> 5/31/2020	
<b>21. Location of Proposed Program/ Project:</b> Cutler Ridge Park			
<b>22. Total # of full-time employees:</b> 32		<b>23. Total # of part-time employees:</b> 7	
<b>24. Is your organization a 501(c)(3) tax exempt organization?</b> No			
<b>25. Has your organization previously received federal financial assistance from FDACS?</b> Yes			
<b>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.</b>			
<b>Authorized Representative Name:</b> Peggy R. Bell		<b>Title:</b> Mayor	
<b>Phone Number:</b> 305-234-4262		<b>Email:</b> pbell@cutlerbay-fl.gov	
<b>Signature of Authorized Representative:</b> 			<b>Date Signed:</b> 04/03/18



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**KEY CONTACT FORM**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052		<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> Etienne Bejarano			
<b>Title:</b> Parks and Recreation Director		<b>Phone Number:</b> 305-238-4166	<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> N/A		
<b>Title:</b>	<b>Phone Number:</b>	<b>Fax Number:</b>
<b>Street Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code plus 4:</b>
<b>Mailing address (If different from above):</b>		



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**PROJECT NARRATIVE**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052	<b>2. Amount of funds requested for this project:</b>
<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>	
<b>Project Narrative:</b> See Attached	



## Cutler Ridge Park Lighting Enhancement Project

**Project Narrative**

The Town of Cutler Bay is requesting \$86,000 to assist with the replacement of twenty-eight (28) outdated 1,500 watt bulbs with twenty-four (24) energy efficient 1150 watt LED Bulbs on the athletic field of Cutler Ridge Park located at 10100 SW 200 Street Cutler Bay, FL 33157. Cutler Bay is a local municipality in Miami-Dade County. Current population estimates (as of April 1, 2017) from the University of Florida BEBR indicate approximately 45,222 residents (US Census 2010 = 40,286). Federal financial assistance is being requested for this park because similar to most communities in Florida, the Town is recovering from Hurricane Irma. One of our Parks (Franjo) remains closed and over 50% of the lighting was destroyed. The unexpected financial impact of this has placed a strain on the Parks Department's budget. It also reminded us of how important our parks are. Cutler Ridge Park is the Town's secondary Emergency Operations Center, In accordance with the Town's emergency operations plan, Cutler Ridge Park serves as a primary site for ice and emergency aid following a natural disaster. We saw this plan in action during the storm when lighting was repaired and the park was open for ice distribution within four (4) days Hurricane Irma's passing. It is imperative that we seek every opportunity to improve the resources of this park.

Cutler Ridge Park (10 acres) is the Town's most active park. The field lighting schedule is Monday-Friday from 6:00 pm – 10:00 pm, and Saturdays from 6:00 pm – 9:00 pm (the lights are turned on at 7:30 pm during daylight savings time). The Town operates an after-school and summer camp program for youth in grades K-5 that serves approximately 200 youth annually. The Town's only public pool is located at this park; providing swimming lessons, exercise classes, open swim, and serving as a practice location for swim teams from local schools. The Cutler Ridge Soccer Club has operated for over 50 years and uses the park daily; serving over 450 athletes age 4-18. The Town regularly hosts community events such as movie nights, cooking contests, community fairs, and more; attracting over 10,000 residents and guests each year. Residents may rent out the community center or fields. Residents also frequent the park to use the playground, attend exercise classes, use the universally accessible outdoor fitness equipment, play on the sports fields, or walk on the track.

The Town will use federal funding to install new lighting on the fields. The Park currently has four (4) poles with seven (7) lights each. The lights are 1500 watt metal halide. The lighting will be retrofitted with twenty-four (24) 1150 LED lights. The lighting contractor estimates that switching to these bulbs will save approximately 37% annually in energy. These lights will also reduce light pollution that is currently generated by the old light format. This project is aligned with the US Department of Energy's national goals to create market transformation by encouraging local governments to implement "lasting changes in the structure of function of a market or

the behavior of market participants, resulting in an increase in adoption of energy efficiency and renewable energy products, services and practices". The Town of Cutler Bay is a leader in South Florida for implementing green best practices. In 2009, the Town of Cutler Bay initiated the "Go Green" initiative. This initiative led to the Town becoming the first municipality in Miami-Dade County to receive the Florida Green City designation Florida Green Building Coalition. The Town is currently recognized as a "Certified Silver" City. The Town lobbied Florida lawmakers and was instrumental in the adoption of House Bill 7179 in 2010 which created Florida's Property Assessment Clean Energy (PACE) program. This bipartisan local government initiative allows property owners to finance energy efficiency and renewable energy projects for their homes and commercial buildings, simply and with no government subsidies. The Town created the first "Green Corridor" PACE Program in Miami-Dade County in partnership with seven (7) municipalities; Cutler Bay, Coral Gables, Palmetto Bay, Pinecrest, Miami, Miami Shores and South Miami. Together, or partnership has financed 2,548 projects in the amount of over \$72.5 Million, and 1,298 construction projects totaling over \$9 Million; and more Counties and municipalities continue to adopt the PACE program each year. It is estimated that this project will reduce carbon dioxide output by nearly 35,000 metric tons.

**Implementation Strategy:** The Town is prepared to quickly implement this project. If awarded funding the project will be overseen by the Parks and Recreation Director, Etienne Bejarano. Etienne will work with LaKeesha Morris the Town's Grants Coordinator to complete the contract execution process between the Town and the FDACS. This will be completed within the first 90 days of intent to award funding from the FDACS. Etienne will then follow the required procurement process to hire a vendor to install the lighting. We expect that the vendor will be able to complete the installation within three to six months. Etienne will supervise the installation. LaKeesha will be responsible for completing the necessary grant reports and any press releases regarding the new project. Etienne will then implement the 12-month data tracking process. It is expected that the installation will be complete no later than February 2019, and data tracking will be complete by February 2020. The Town will provide the final report with data tracking documentation to the State no later than May 2020.





ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**SCOPE OF WORK**

2 CFR 200

<b>1. Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052	<b>2. Subrecipient FEIN:</b> 02-0768791
--	--

**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	1.1	Grant Contract Execution	n/a	n/a	Executed Contract between Town and FDACS
1	1.2	Procure Vendor	n/a	n/a	Documented procurement process for installation of lighting
2	2.1	Project Implementation	24 Lights	\$4,000	Proof of Payment, Before/After Pictures
3	3.1	Data Tracking	n/a	n/a	Spreadsheet of energy savings, copies of bills

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

Following contract execution with the FDACS, the Town will follow federal procurement guidelines to identify and contact with a vendor to install the new lighting. The approved vendor will replace twenty-eight (28) existing 1500 watt metal halide light bulbs with twenty-four (24) new 1150 watt LED lights to improve lighting and energy efficiency at Cutler Ridge Park. The lights will be installed on current light poles. Based on estimates from the lighting contractor, the sporting light electricity costs will be reduced by approximately 37%. The time-line and responsible party for each task is as follows:

Deliverable 1.1 - Grant Contract Execution - Rafael Casals, Town Manager - 4/16/18 - 6/30/18

Deliverable 1.2 - Procure Vendor - Etienne Bejarano, Parks and Rec Director - 7/1/18 - 9/31/18

Deliverable 2.1-Project Implementation - Selected Vendor (overseen by E. Bejarano) - 10/1/18-2/28/19

Deliverable 3.1 - Data Tracking - Etienne Bejarano (in collaboration with Finance Dept) - 3/1/19-2/28/20

The data tracking documents will be compiled, analyzed, and submitted to the State by 5/31/2020.



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN NARRATIVE**

2 CFR 200

Federal Financial Assistance Funding Opportunity Number: DE-FOA-0000052		Subrecipient FEIN: 02-0768791
Subrecipient Legal Name: <b>Town of Cutler Bay</b>		
<b>Direct Costs</b>		
Personnel Costs		Etienne Bejarano, Parks Director: \$41.05/hr x 72hrs = \$2,562.13 LaKeesha Morris, Grants Coordinator: \$26.91hr x 11 hrs = \$269.10
	Example	E. Bejarano will be responsible for procuring vendor to install the lighting, supervise installation, and oversee monthly data tracking.
	Example	L. Morris will be responsible for ensuring the execution of grant contract and completing all required grant reports.
Fringe Benefits		Employer costs for social security taxes, workers compensation, health insurance, life insurance and retirement. 32% multiplier was used by the Town. (all staff and fringe is match)
Travel (if authorized)		None
Equipment (if authorized)		None
Supplies		None
Contractual (if authorized)		A vendor will be contracted to install the lighting \$4,000/light x 24 lights
Other Expenses		None
<b>Indirect Costs</b>		
Indirect Charges		None



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**BUDGET PLAN**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052				<b>Subrecipient FEIN:</b> 02-0768791	
<b>Subrecipient Legal Name:</b>					
Category	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total Estimated Budget
Personnel	\$713.53	\$713.53	\$713.53	\$713.53	\$2,854.12
Fringe Benefits	\$228.65	\$228.65	\$228.65	\$228.65	\$914.60
Travel (if authorized)					
Equipment (if authorized)					
Supplies					
Contractual (if authorized)			\$96,000		\$96,000
Other Expenses					
<b>Total Direct Charges</b>					
Indirect Charges					
<b>Total Amount</b>					<b>\$99,768.72</b>

OFFICE OF ENERGY  
(850) 617-7470  
(850) 617-7471 FAX



THE HOLLAND BUILDING, SUITE B04  
600 SOUTH CALHOUN STREET  
TALLAHASSEE, FLORIDA 32399-0001

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**COMMISSIONER ADAM H. PUTNAM**

**ATTACHMENT B**  
**GRANT APPLICATION SUPPLEMENTAL PROJECT BUDGET DETAIL**

**A. BUDGET SUMMARY:**

Summarize the Total Project Cost by budget (including both requested grant funds and match/leveraged funds) by Budget Category and round each Budget Category subtotal to the nearest whole dollar value. Use the format in the following table.

Budget Category	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Funding	Source of Funds
1. Salaries		\$2858.14	In-Kind
2. Fringe Benefits		\$914.61	In-Kind
3. Supplies/Other Expenses			
4. Equipment			
5. Contractual Services	\$86,000	\$10,000	Cash Match/Town
Total Project Budget	\$86,000	\$13,772.75	
Total Project Cost	\$99,772.75	= Grants Funds + Cost Share	
Cost Share Percentage	\$14%	= Cost Share / Total Project Cost	



**GRANT APPLICATION SUPPLEMENTAL PROJECT BUDGET DETAIL (cont.)****F. TOTAL BUDGET BY TASK:**

Summarize the Total Project Cost budget by Project Task using the format in the following table. Project Tasks should correspond to the "Project Description" section. The cost standard used to estimate costs must be provided as supporting documentation. The independent evaluators will review standards for cost reasonableness and may request justification of the cost reasonableness of any budgetary item. If the applicant cannot justify a cost, Department staff will reduce the line item budget at the time of agreement negotiation.

<b>Project Task</b>		<b>Grant Funds</b>	<b>Cost Share: Matching Funds and Other In-Kind Contributions</b>	
			<b>Matching Funds</b>	<b>Source</b>
1	Grant Contract Execution		\$577.39	In-Kind
2	Procure Vendor		\$270.93	In-Kind
3	Project Implementation	\$86,000	\$11,736.62	Cash/In-Kind
4	Data Tracking/Wrap-Up		\$1,187.81	In-Kind
5				
6				
7				
<b>Totals:</b>		\$86,000	\$13,772.75	
<b>Total Project Cost:</b>		\$99,772.75	<b>= Grant Funds + Cost Share</b>	

<b>1. Salaries</b>									
Salaries (Name/Position)	Hourly Cost (\$)	*	Hours/wk. or % FTE	=	Total Gross Salary (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N	
Etienne Bejarano, Parks & Rec Dir	\$ 41.05	*	3%	=	\$ 2,562.13	M	N	N	
Lakeesha Morris, Grants Coordinator	\$ 26.91	*	1%	=	\$ 296.01	M	N	N	
	\$	*		=	\$		N		
	\$	*		=	\$		N		
<b>Sub-Totals for Salaries Category</b>					\$				

<b>2. Fringe Benefits</b>									
Name of Employee	Amount Gross Salary (\$)	Approved % per Work Plan or enter "N/A"	Benefit # 1 & Cost	Benefit # 2 & Cost	Benefit # 3 & Cost	Total Fringe Benefits (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
E. Bejarano	\$2,562.13	32%	\$	\$	\$	\$ 819.88	M	N	N
L. MORRIS	\$ 296.01	32%	\$	\$	\$	\$ 94.72	M	N	N
	\$		\$	\$	\$	\$		N	
<b>Sub-Total of Fringe Benefits Category</b>					\$				

<b>3. Supplies – Other Expenses</b>									
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N	
None	\$	*		=			N		
	\$	*		=			N		
	\$	*		=			N		
	\$	*		=			N		
<b>Sub-Total of Supplies – Other Expenses Category</b>					\$				

**4. Equipment**

Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
None	\$	*		=			N	
	\$	*		=			N	
	\$	*		=			N	
	\$	*		=			N	
Sub-Total of Equipment Category					\$			

**5. Contractual Services**

Name of Vendor	Description	Fee/Rate (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M G and M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
To be determined	Install new lights	\$ 4,000	*	24	=	\$96,000		N	N
		\$	*		=			N	
		\$	*		=			N	
		\$	*		=			N	
Sub-Total of Contractual Services Category						\$ 96,000			

6. Total Project Budget					
Budget Category	Total Costs for Budget Category	=	Total Grant Costs	+	Total Match Costs
1. Salaries	\$ 2,854.12	=	\$	+	\$ 2,854.12
2. Fringe Benefits	\$ 914.60	=	\$	+	\$ 914.60
3. Supplies/Other Expenses	\$ 0	=	\$	+	\$
4. Equipment	\$ 0	=	\$	+	\$
5. Contractual Services	\$ 96,000.00	=	\$ 86,000.00	+	\$ 10,000.00
<b>Total Project Budget</b>	<b>\$ 99,768.72</b>	=	<b>\$ 86,000.00</b>	+	<b>\$ 13,768.72</b>

#### H. COMMITMENT LETTERS FROM THIRD PARTIES:

Provide a letter of commitment for any third parties working on the project in partnership with the lead applicant. The letter must include the dollar amount of match committed, be on letterhead, and be signed by an authorized signatory. (Limit one page per letter, or two pages if letter includes more detailed budget information.) A letter of commitment is required for any application including matching funds (or cost share) from a third party.



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**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:  
DE-FOA-0000052

Subrecipient FEIN:  
02-0768791

Subrecipient Legal Name:  
Town of Cutler Bay

Person Name:

Etienne Bejarano

Title:

Parks & Rec Director

Hours or % of time devoted to  
the project: 30%

Phone Number:  
305-238-4166

Email Address:  
ebejarano@cutlerbay-fl.gov

**Qualifications:**

The Parks and Recreation Director, Mr. Etienne Bejarano will oversee the implementation of this project. Mr. Bejarano has over ten (10) years of experience with administrative and managerial work, planning, organizing, and directing the activities of the Park and Recreation Department. He earned a Bachelor of Arts Degree in Physical Education and Health from the University of Carolina. He is certified in the Florida League of Cities Park & Recreation Safety & Inspection Program. His role as the Parks and Recreation Director is to supervise, select, train, direct, and evaluation department personnel of over 30 employees. He also evaluates the effectiveness of recreation areas, facilities, and services of nine (9) parks, and manages an overall department budget of over \$2 million.

Mr. Bejarano is a hand-on executive that worked on the planning of this project. He met with potential contractors to visit the park-site and discuss the Town's plans. Identified the best use of grant dollars, and assisted with the development of the proposal. As the project lead, he will oversee the procurement process, supervise contract and Town staff, and assist with the preparation of any required programmatic or fiscal reports. The Town has identified the tasks necessary to implement the program. If awarded funding, the Town will be required to seek Council Approval to execute the grant contract and bid out the installation of the new lighting. We expect that we will be able to complete these tasks within 120 days of notice of award. This project can be completed within six (6) months of contract execution, and the Mr. Bejarano will continue to monitor energy savings for a period of twelve (12) months will the assistance of the Town's finance department.

The Town of Cutler Bay was established in 2009, and has consistently managed federal, state and local grants without any findings or corrective actions. The Town's Grants Coordinator, LaKeesha Morris, MSW, is trained in federal contract compliance and has successfully written and managed grants from the Florida Department of Agriculture and Consumer Services for the past four (4) years. The team members are in place to administer this grant, and all equipment and supplies will be provided by the selected contractor that will install the new lighting.



ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**PERFORMANCE SITE / LOCATIONS**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052		<b>Subrecipient FEIN:</b> 02-0768791	
<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> 10100 SW 200 Street			
<b>City:</b> Cutler Bay	<b>State:</b> FL	<b>Zip Code plus 4:</b> 33157-8631	
<b>Mailing address (If different from above):</b> 10720 Caribbean Blvd. #105 Cutler Bay, FL 33189			
<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> same as primary location			
<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 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>	



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

**Federal Financial Assistance Funding Opportunity Number:** DE-FOA-0000052

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

**Subrecipient FEIN:** 02-0768791

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:**

Peggy R. Bell

**Title:**

Mayor

**Signature of Authorized Representative:**

*Peggy R. Bell*

**Date Signed:**

*04/03/18*

**Applicant Organization:**

Town of Cutler Bay

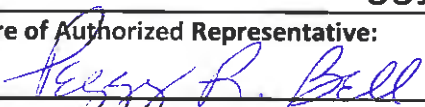


ADAM H. PUTNAM  
COMMISSIONER

Florida Department of Agriculture and Consumer Services  
Division of Administration

**CERTIFICATION REGARDING LOBBYING**

2 CFR 200

<b>Federal Financial Assistance Funding Opportunity Number:</b> DE-FOA-0000052	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay	
<b>Subrecipient FEIN:</b> 02-0768791	
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 of not less than \$10,000 and not more than \$100,000 for each such failure.	
<b>Authorized Representative Name:</b> Peggy R. Bell	<b>Title:</b> Mayor
<b>Signature of Authorized Representative:</b> 	<b>Date Signed:</b> 04/03/18
<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: DE-FOA-0000052**

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

**Subrecipient FEIN: 02-0768791**

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:**

Peggy R. Bell

**Title:**

Mayor

**Signature of Authorized Representative:**

*Peggy R. Bell*

**Date Signed:**

*04/03/18*

**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> DE-FOA-0000052	
<b>Subrecipient Legal Name:</b> Town of Cutler Bay	
<b>Subrecipient FEIN:</b> 02-0768791	
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> Peggy R. Bell	<b>Title:</b> Mayor
<b>Signature of Authorized Representative:</b> 	<b>Date Signed:</b> 04/03/18
<b>Applicant Organization:</b> Town of Cutler Bay	

OFFICE OF ENERGY  
(850) 617-7470  
(850) 617-7471 FAX



THE HOLLAND BUILDING, SUITE B04  
600 SOUTH CALHOUN STREET  
TALLAHASSEE, FLORIDA 32399-0001

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**COMMISSIONER ADAM H. PUTNAM**

---

**ATTACHMENT C**

**CONFLICT OF INTEREST STATEMENT**

I, Peggy R. Bell, Mayor, as authorized representative  
of Town of Cutler Bay (organization) certify that neither  
member of this firm nor any person having interest in this firm has been awarded a contract by  
the Florida Department of Agriculture and Consumer Services on a non-competitive basis to:

1. Develop this Notification of Federal Financial Assistance Funding Opportunity  
(NOTICE);
2. Perform a feasibility study concerning the scope of work contained in this NOTICE;
3. Develop a program similar to what is contained in this NOTICE.

Peggy R. Bell  
Authorized Representative

04/03/18  
Date

OFFICE OF ENERGY  
(850) 617-7470  
(850) 617-7471 FAX



THE HOLLAND BUILDING, SUITE 804  
600 SOUTH CALHOUN STREET  
TALLAHASSEE, FLORIDA 32399-0001

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**COMMISSIONER ADAM H. PUTNAM**

**ATTACHMENT D**

**PROJECT LOCATION INFORMATION SHEET**

Complete one Project Location Information Sheet per Project/Performance Site/Location listed in form FDACS-02032.

PROJECT/PERFORMANCE LOCATION INFORMATION				Location #: 1	
<b>Location Name or Identifier</b>		Cutler Ridge Park			
<b>Street Address</b>		10100 SW 200 Street			
<b>City</b>	Cutler Bay	<b>State</b>	FL	<b>Zip+4</b>	33157-8631
<b>Owned By</b>		Town of Cutler Bay			
<b>Operated or Managed By</b>		Town of Cutler Bay - Parks & Recreation Dept.			
<b>Brief description of location</b> <i>This is a physical description that might include age, number and type of structures, square footage, materials, special features, etc.</i>		Cutler Ridge Park is a 10-acre park that consists of a multi-purpose recreation building, 25-meter swimming pool, lighted and unlighted athletic fields, picnic pavilion, covered playground and paved parking for 70 vehicles.			
<b>Function or Purpose of Location</b> <i>What is this location used for? By whom?</i>		Public Park open to the general public			
<b>Hours of operation</b> <i>When? By whom? How often? To what extent? How much or what part(s) of the location is used?</i>		The park is open 7 days a week from 8am-6pm. It is often used in the evening for soccer games and community events like Movie Night (after 6pm)			
<b>Part(s) of facility/location to be modified</b> <i>– Include age of part(s) of building or equipment to be retrofitted, if known</i>		Replace 28-1500 watt lights with 24-1150 watt LED lights to improve athletic field lighting.			
<b>Short description of proposed activities</b> <i>List the proposed retrofit activities for this location and indicate for each whether it was recommended in an energy audit</i>		The replacement of the lighting will yield a 37% reduction in energy costs based on estimates from the contractor, & review of last 12 months of utility bills.			
<b>Date and provider of last energy audit for this location</b>		January 2018 - internal			
<b>Current and anticipated energy use –</b> <i>Provide information regarding the previous 12 months of utility bills. Explain how much energy savings are anticipated from this project, and what the basis is for those numbers.</i>		Please see attached spreadsheet			
<b>Anticipated Costs for This Location</b>		Grant funds: \$ 86,000 Cost share: \$ 13,768.72 Location's Total Project Cost (total of above): \$ 99,768.72			

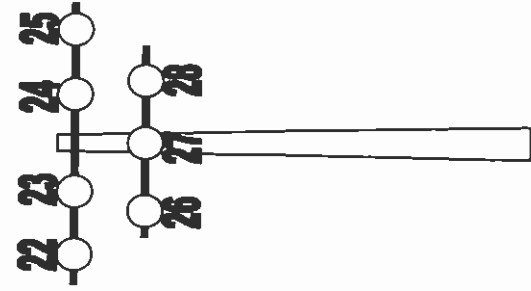


### Town of Cutler Bay

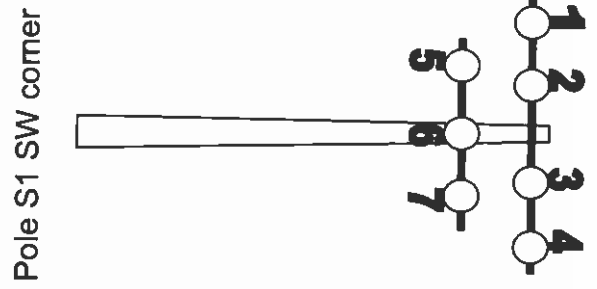
**Location** Cutler Ridge Park - Soccer Lights  
10100 SW 200 St Cutler Bay, FL

Date	KWh this month	KWh per day	Service Days	New Charges	Estimated Annual Charge with 37% Savings
Feb-17	1179	42	28	\$ 583.21	
Mar-17	2339	80	29	\$ 651.93	
Apr-17	651	21	30	\$ 556.09	
May-17	2100	65	32	\$ 638.37	
Jun-17	1608	51	31	\$ 612.58	
Jul-17	1114	35	31	\$ 584.41	
Aug-17	1367	45	30	\$ 596.83	
Sep-17	896	29	30	\$ 570.02	
Oct-17	2486	77	32	\$ 660.33	
Nov-17	2954	1050	28	\$ 686.91	
Dec-17	2080	69	30	\$ 626.09	
Jan-18	1760	51	34	\$ 626.36	
				<b>\$ 7,393.13</b>	<b>\$ 4,657.67</b>
				Potential Annual Savings	\$ 2,735.46

The Town provided our consultant with twelve months of energy use. The consultant used this information to determine the estimated energy savings generated by replacing the old lighting with new LED lights.

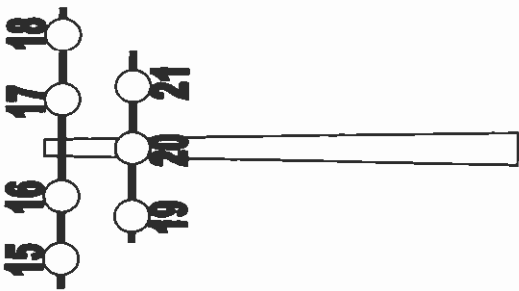


Pole S4 SE corner

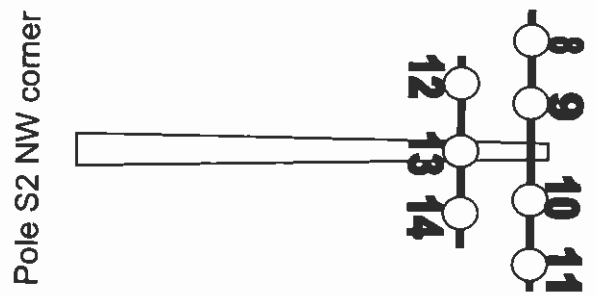


Pole S1 SW corner

### Cutler Ridge Park Soccer Field Lights



Pole S3 NE corner



Pole S2 NW corner