

1 Agriculture and Consumer Services for the Palmetto Bay Parks Energy
2 Efficiency Project at Coral Reef Park & Palmetto Bay Park.

3
4 **Section 2.** The submission and acceptance of the federal grant is
5 hereby approved by the Village Council.

6
7 **Section 3.** This Resolution shall take effect immediately upon its
8 adoption.

9
10 **PASSED and ADOPTED** this 9th day of April, 2018.

11
12 Attest:

13
14 DocuSigned by:
15 *Missy Arocha*
16 6EDC211E5E8C48C
17 Missy Arocha
18 Village Clerk

DocuSigned by:
Eugene Flinn
3B8854AD569F494...
Eugene Flinn
Mayor

19
20 APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE
21 USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY,
22 FLORIDA ONLY:

23
24 DocuSigned by:
25 *Dexter W. Lehtinen*
26 1B1D06E71321445
27 Dexter W. Lehtinen
28 Village Attorney

29
30 **FINAL VOTE AT ADOPTION:**

- 31 Council Member Karyn Cunningham YES
- 32 Council Member David Singer YES
- 33 Council Member Larissa Siegel Lara YES
- 34 Vice-Mayor John DuBois ABSENT
- 35 Mayor Eugene Flinn YES



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: DE-FOA-0000052 | | 2. Amount of funds requested for this project: \$200,000 | |
| 3. Subrecipient Legal Name: Village of Palmetto Bay | | | |
| 4. Subrecipient FEIN: 05-0541068 | | 5. Subrecipient DUNS Number: 166240239 | 6. Subrecipient Registered in SAM : Yes |
| 7. Street Address: HR/Grants - 9705 East Hibiscus Street | | | |
| 8. City: Palmetto Bay | | 9. State: Florida | 10. Zip Code plus 4: 33157-5606 |
| 11. Mailing address (If different from above): Same As Above | | | |
| 12. Phone Number: (305) 259-1234 | | 13. Fax Number: (305) 259-1293 | |
| 14. Is the subrecipient delinquent on any federal debt? No | 15. Costing Sharing (Match): \$50,000 | 16. Congressional District: 27 | |
| 17. Name and contact information of person to be contacted on matters involving this application: Name: Jenny Polynice-Hall Phone Number: (305) 259-1277 Email: dhall@palmettobay-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: Palmetto Bay Parks Energy Efficiency Project | | | |
| 20. Funding Period: | Start Date 06/01/2018 | End Date 05/31/2020 | |
| 21. Location of Proposed Program/ Project: In the Village of Palmetto Bay @ Coral Reef Park & Palmetto Bay Park | | | |
| 22. Total # of full-time employees: 49 | | 23. Total # of part-time employees: 22 | |
| 24. Is your organization a 501(c)(3) tax exempt organization? Yes | | | |
| 25. Has your organization previously received federal financial assistance from FDACS? No | | | |
| 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: Edward Silva | | Title: Village Manager | |
| Phone Number: (305) 259-1234 | | Email: esilva@palmettobay-fl.gov | |
| Signature of Authorized Representative:  | | | Date Signed: Feb. 27, 2018 |



Florida Department of Agriculture and Consumer Services
Division of Administration

PROJECT NARRATIVE

2 CFR 200

ADAM H. PUTNAM
COMMISSIONER

| | |
|---|---|
| 1. Federal Financial Assistance Funding Opportunity Number: DE-FOA-0000052 | 2. Amount of funds requested for this project: \$200,000 |
|---|---|

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| 3. Subrecipient Legal Name: Village of Palmetto Bay |
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Please note section XII Public Records in the Notice of Federal Financial Assistance Funding Opportunity before including any proprietary or confidential information.

Project Narrative:

The Village of Palmetto Bay, incorporated in 2002, is a local government with more than 24,000 residents. We are also known as the "Village of Parks" because we currently have 5 parks within our boundaries. For this grant program we will focus on two (2) of our most active parks:

(1) Coral Reef Park (CRP), located at 7895 SW 152nd Street, was deeded over to the Village by Miami-Dade County on September 30, 2003. This park spanning more than 50-acres offers open green spaces, Pineland preserve areas, and the tranquil streaming canal. It is a central location for playing, walking, reading, relaxing, and picnicking. Residents flock here for beach volleyball, tennis, football, soccer, baseball, a Boundless Playground, exercise trail, and abundance of indigenous birds and other wildlife. We have added a concession stand for visitors to take advantage of during football or baseball games held at the park. Coral Reef Park is open to the public from sunrise to sunset, but remains open in the evening for events such as baseball games or local events like movie night or family camping night. Also, the Tennis court area is open from 8am to 8pm Sunday to Saturday.

(2) Palmetto Bay Park (PBP), located at 17535 SW 95th Avenue, is made up of 3 parcels that were deeded over at separate times on September 30, 2003 and September 5, 2006. This park has transitioned from a 5-acre park to a 25-acre park facility soon after incorporation and has been transformed into a veritable oasis of passive and active attractions. The new Palmetto Bay Park, once known as Perrine Park, features expansive green space, basketball courts, the largest Boundless Playgrounds in South Florida, a skate park newly painted by a local artist and a six-field, state-of-the-art softball complex. There is also a Recreation building where residents and other guests can rent for indoor parties or meetings. Palmetto Bay park is open 8am to 9pm Monday to Saturday and open 8am to 8pm Sunday. The night of softball games we remain open until the game has ended.

Although we have made many improvements and upgrades, with the assistance of grants, to build up the parks ability to host sports and other community events and be a congregating area for all; we have not been able to secure funding to convert the lighting to a more energy efficient source. The importance of efficient lighting in this day and age is a subject written, discussed and practiced by many. The installation of energy efficient home appliances by consumers is rewarded with rebates or discounts from their electric company. It has been documented that changing from larger watt bulbs to lower watts can drastically lower an annual electricity bill. As a small community Palmetto Bay has led the way in green initiatives by building the first county-wide Leadership in Energy and Environmental Design (LEED)-certified park building at Coral Reef Park followed by the very first state-wide platinum LEED-certified Village Hall (<https://therealdeal.com/miami/2012/10/24/palmetto-bays-village-hall-gets-leed-platinum-certification/>). Which has efficient lighting run by solar panels that are on our roof and using motion censored lighting to avoid lights remaining on all day. The need for efficiency is in the forefront when creating our plan for both locations.

The parking lot lights at Coral Reef Park (CRP) have been there since before we were given the property by Miami-Dade County. There are 2-one light stationary Metal Halides, 11-two light stationary Metal Halides, and 3-three light adjustable Metal Halides; photos are included so you can see the style of lights currently in place (EXHIBIT 1). For these parking lots, the Village wishes to implement solar lights that can be placed on the current poles and provide the quality of light needed for security and help to lower our current over \$20,000 annual FPL bill for this area of the park. These lights do not add a specific aesthetic component to the parking lots so they are easier to convert to solar lighting that will not negatively affect a theme appearance. There are 16 poles, 20 feet high with a combination of one or two stationary and 3 light adjustable to total 31 lights currently at the sites of conversion which expends a great deal of electricity using either 400 watts High Pressure Sodium or 400 watts Metal Halide bulbs. These lights are spread across 3 parking lot areas; 1-the main parking lot near the playground, 2-the middle parking lot near the volleyball and tennis courts, and 3-the parking lot on the east side of the park near the meditation gazebo area and band shell.

The parking lot and walking path lights at Palmetto Bay Park (PBP) were constructed with a theme and aesthetic vintage look in mind (EXHIBIT 2). The recreation building has vintage 2x4 drop ceiling lights in all rooms except the storage/garage (EXHIBIT 2). For the outside lights at Palmetto Bay Park we would like to convert these to LED lights to maintain the aesthetics and theme look of the park. The lights currently used for the walking path and Boundless Playground are decorative lamp post design with single fuse lamps type SA520-B and double lamps used in the parking lot areas type SA520-A. Both have SH70 luminaire, a clear polycarbonate diffuser, 25M ballast, 480 voltage, and P3 - polycarbonate refractor IES III optics. Bulbs used for the single lamp posts of the walking path and Playground is M175/U Metal Halide and for the two lamp posts in the parking lots is M250/U. The annual electric FPL bill for this park is over \$39,000. The recreation building is an original structure on the property which was present when it was deeded over to the Village by Miami-Dade County and we have not been able to secure funding to change these 2x4 drop ceiling lights until this opportunity presented itself. We are still using incandescent bulbs for the recreation building as these are the most effective for the style of light. Our plan, with the aide of this grant, is to upgrade the fixtures of the recreation building to convert them to a more efficient LED light usage or equivalent and establish a more aesthetic look for the building as well. At this time there are a total of 26 lenses that hold 2 light units each for a total of 52 individual drop ceiling lights. These drop ceiling lights, as you will see in the photos, are in the main area, the small office, 2 restrooms and the hallway to the garage. In the garage are the straightliner channel two lamp set of 2 in the front and back of the garage equalling a total of 8 straightliner channel two lamps (EXHIBIT 2). There are 52 total poles between the parking lot, walking path and Boundless Playground at 20 feet high using a total of 79 bulbs.

As a municipality, Palmetto Bay must open all projects over \$25,000 to a Request for Proposal (RFP) process which means we will make companies aware of our desires and they will provide us with proposals for the advertised work. The RFP remains open for 30 days to give contractors enough time to submit. At the end of the 30 days there is a public bid opening where the Village Clerk and Procurement specialist will publicly open the proposals, make note of the company and total cost they propose for the project. These then goes through a review process and the selected vendor gets approved by Council; then an agreement is drawn and the final agreement will be brought before council for final approval. At the completion of this process the contractor is allowed to begin work after they have been provided a Notice To Proceed.

If we are fortunate enough to receive this award our timeline of procedures is as follows: (Timeline is subject to change due to any unforeseen circumstances.)

| DATE | ACTION |
|-------------------------|--|
| 04/16/2018 | Award Notification. |
| 04/20/2018 - 05/04/2018 | Prepare bid documents to advertise to public. |
| 05/07/2018 | Award and agreement acceptance before council. |
| 05/04/2018 - 06/05/2018 | Bld advertised to the public for 30 days to receive proposals from contractors. |
| 06/06/2018 | Bid opening held and all proposals listed with costs. |
| 06/07/2018 - 06/21/2018 | Two weeks review process to short list contractors. |
| 07/02/2018 | Selected bidder proposal brought before council and selection approved. |
| 07/03/2018 - 07/24/2018 | Agreement preparation, review and finalization with Village Attorney, Village Manager, Procurement Specialist, Contractor and Contractor Attorney. |
| 08/06/2018 | Final agreement is brought before council and we are able to provide contractor with Notice To Proceed. |
| 08/13/2018 | Contractor begins work. |
| 10/20/2018 | Project complete - extra time allocated for any incidentals |

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.

| Project Task | | Grant Funds | Cost Share: Matching Funds and Other In-Kind Contributions | |
|---------------------|--|-------------|--|--|
| | | | Matching Funds | Source |
| 1 | Parking lot 1 lights @ Coral Reef Park | \$20,000 | \$5,000 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 2 | Parking lot 2 lights @ Coral Reef Park | \$36,000 | \$9,000 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 3 | Parking lot 3 lights @ Coral Reef Park | \$8,000 | \$2,000 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 4 | Entry road lights @ Palmetto Bay Park | \$9,600 | \$2,400 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 5 | Parking lot lights near Boundless playground @ Palmetto Bay Park | \$6,000 | \$1,500 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 6 | Parking lot lights near basketball courts @ Palmetto Bay Park | \$43,200 | \$10,800 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 7 | Recreation building lights @ Palmetto Bay Park | \$46,920 | \$11,730 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 8 | Boundless playground lights @ Palmetto Bay Park | \$7,200 | \$1,800 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| 9 | Walking path lights @ Palmetto Bay Park | \$22,800 | \$5,700 | Funds from Palmetto Bays FY 17/18 Capital Improvement Plan |
| Totals: | | \$199,720 | \$49,930 | |
| Total Project Cost: | | \$250,000 | = Grant Funds + Cost Share | |

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

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

March 28, 2018

Mr. Edward Silva, Village Manager
Village of Palmetto Bay
HR Grants
9705 East Hibiscus Street
Palmetto Bay, Florida 33157-5606

Re: Florida Small Community Energy Efficient Lighting Grant Program
Application Number: #15 – Deficiency Letter

Dear Mr. Silva:

The Florida Department of Agriculture and Consumer Services, Office of Energy (FDACS OOE) received your Florida Small Community Energy Efficient Lighting Grant Program Application on February 27, 2018. Your application has received an initial review for eligibility and compliance with the qualifying criteria in the Notice of Federal Financial Assistance Funding Opportunity Request for Applications (NOTICE) for the above referenced Program. Your application has been determined to have a minor deficiency.

The NOTICE provides applicants ten business days to correct minor deficiencies and submit a corrected application. The FDACS OOE must receive corrected applications by 5:00 p.m. Eastern Standard Time on the tenth business from the date you receive this letter. The deadline date is based on the date of the certified mail receipt.

Failure to rectify the deficiencies within the allotted time will result in the rejection of the application and be removed from consideration.

The following is a description of the application's deficiency:

- 1. The application did not include a signed delegation of authority or resolution authorizing the Village Manager to apply for and receive federal financial assistance.**

Letter to Mr. Edward Silva
Page 2 of 2
March 28, 2018

We appreciate your interest in the Florida Small Community Energy Efficient Lighting Grant Program. If you have any questions about this decision, please contact the Florida Department of Agriculture and Consumer Services, Office of Energy at (850) 617-7470.

Sincerely,



Kelley Smith Burk
Director