



CITY OF ORLANDO

Grants & Financial Assistance Approval Form

Transmittal Sequence	Authorized Approver	Signature	Date
1	Department Director Lisa Early	Approved By: <i>Lisa Early</i>	10-22-12
2	Impacted Department Real Estate Laurie Botts	Approved By: <i>Laurie Botts</i>	10/22/12
3	Department Budget Analyst <i>Brian Botts</i>	Verified By: <i>B. Botts</i>	10/22/12
4	Department's Assigned City Attorney Amy Iennaco	Approved By: <i>Amy Iennaco</i>	10-22-12
5	Department's Authorized Signatory ¹ Byron Brooks	Approved By: <i>Byron Brooks</i>	26 Oct 12
6	Grants Development Supervisor Susan Krause for Jessica Dlugolinski	Approved By: <i>Susan Krause</i>	10/29/12
7	Chief Financial Officer Rebecca Sutton	Approved By: <i>Rebecca Sutton</i>	10/29/12
	Return to Department GOC Liaison Beth Gruber	Received By: <i>Beth Gruber</i>	10/31/12

Following are the financial, programmatic, legal and procurement considerations for your review:

Today's Date: 10/22/12	City Council Date: N/A	Application Deadline: 10/31/12
Name of Grant: Park of the Americas Trail - Recreational Trails Program - FDEP-		
Short description of the project or program that will be pursued with grant funding: <p>A concept plan and cost estimate have been developed for the redevelopment of the Park of the Americas including a dog park, a tot lot, a recreational trail with two fitness stations, picnic facilities, site furnishings, small shade structures, entrance and fence improvements, restrooms and a small plaza.</p> <p>The Park of the Americas was closed in 2004 due to damage incurred by hurricanes. From 2006-2008 a portion of the site was used by the Orlando-Orange County Expressway Authority for access, staging and to build a drainage pond for S.R. 408 improvements. In compensation for these easements, funding was placed into a Capital Project to be used for redevelopment of the park. Community green-up and clean-up events have been held to perform exotic plant management, debris removal and demolition of damaged park amenities. The existing budget will fund phase 1 & 2 of the proposed improvements.</p> <p>Unfunded elements relative to this grant include an upgraded surface for the recreational trail, a complete system of fitness stations and an off-site connection to the Lake Underhill Path. These improvements meet the criteria for a Recreational Trails Program (RTP) grant as administered by Rule 62S-2, F.A.C., Department of Environmental Protection, Office of Greenways & Trails. It will leverage the existing project funding as a match to provide a more complete recreational trail.</p>		

Authorized signatories are as follows: CAO for Operating Departments, Chief of Staff for Executive Offices, CFO for OBFS and City Attorney for the City Attorney's Office.

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Short description of the problem or need for the project or program: A recreational path around the new pond and outdoor fitness opportunities were requested by citizens at meetings held to discuss redevelopment of the park. This additional funding from the grant will allow a complete system of fitness stations as well as a more sustainable surface for the trail and connections to an existing City trail.	
Anticipated timeline of project or program: Construction of improvements will be completed by April 2014	
0000000Name of Initiating Department/Division/Office: Families Parks & Recreation Department - Parks Division	
GOC Liaison Name: Beth Gruber	Telephone #: 2212
Programmatic Considerations	Indicate Response Here
1. How does the proposed project align with City's priorities and department's core services?	This grant will help FPR to complete a vital part of the park's plan: the recreational trail and fitness stations. The provision of outdoor fitness and wellness activities is a core program area as defined in the 2010 Families, Parks & Recreations Vision Plan. In addition, surveys showed a high demand for these activities.
2. Does the proposed project provide or expand essential services to address critical needs?	The recreational trail project will expand use of the park for the public. <i>maintained</i>
3. Does the proposed project impact other City departments?	The improved trail surface will be more easily and less costly to maintain, meeting our goal of building sustainable parks. The connections to the Lake Underhill Trail are part of a proposed Andes Avenue Path, so this project will contribute to the completion of a Transportation Department project.
4. Does the applying department have the capacity to manage this project?	Yes, this park is already being managed by the department.
5. Does the applying department have the capacity to fulfill the financial and administrative requirements of the grant?	Yes, FPR and the Parks Division have successfully completed several previous FDEP grants. An experienced project manager will be assigned to the project.
6. Is this a collaborative effort with an external organization?	N/A

Financial Considerations	Indicate Response Here
1. What is the total anticipated project cost?	The total park project will cost \$1,075,000. The trail portion of the project will cost approximately \$150,000, including soft costs.
2. How much does the Department anticipate receiving from the grantor? If not receiving cash, include the value of property, equipment, or services.	The maximum grant award is \$75,000 which is what we anticipate receiving.
3. What are the match requirements and funding source(s)?	The Recreational Trails Program will provide up to \$75,000 as a maximum 80:20 (program: grantee) match for the project. Parks can provide a 50:50 funding match from project 6239.
4. If applicable, identify the amount and funding source(s) that support the remainder of the project or program cost.	The remaining amount for completion of the trail, \$75,000, will be funded from project 6239.
5. Will the grant be used to fund salaries, wages or benefits and other associated personnel costs?	No.
6. Will the receipt of this grant cause the City to incur additional or future operating costs?	No.
7. What is the CIP number and/or financial project	6239. A new grant project number will be assigned if

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number associated with this project?	the grant is received.
8. Will this program generate revenue?	Some revenue will be gained through increased rentals of the park and individual amenities.
9. Is supplanting allowed?	No
10. Does the grantor require any special ways to manage the receipt of grant funds?	This is a cost reimbursement grant. Costs must be incurred between the effective date of, and the project completion date identified in, the project agreement..
11. Does the grant require continuation of the project or program beyond the grant period of performance?	The property must remain an outdoor recreational site for 99 years and that the facilities are operated and maintained for public outdoor recreational uses for 25 years or the grant must be repaid.
Legal Considerations	Indicate Response Here
1. Provide a short description of unique contract requirements that the City Attorney needs to be made aware of, or needs to clarify for the Department before the Department applies for the grant.	State requirements for purchasing, bidding, and record keeping during the project including Davis-Bacon and contractor –related procedures such as certified payrolls and eVerify requirements.
Procurement Considerations	Indicate Response Here
1. Provide a short description of any special procurement requirements that need to be disclosed and evaluated at the time of application.	The project must be competitively bid with Davis-Bacon requirements included in bid for construction projects.
2. Does the receipt of the grant involve the lease or purchase of real estate? If so, please describe the real estate need and add the Real Estate Division Manager as an impacted department director, by adding a row under the first department director in the transmittal sequence on page one of this form.	No.