



Miami-Dade County Board of County Commissioners

Office of the Commission Auditor

**Legislative Analysis**

**Internal Management & Fiscal Responsibility**  
**Committee**

January 11, 2011  
2:00 P.M.  
Commission Chamber

Charles Anderson, CPA  
Commission Auditor  
111 NW First Street, Suite 1030  
Miami, Florida 33128  
305-375-4354

**Miami-Dade County Board of County Commissioners  
Office of the Commission Auditor**

**Legislative Notes  
Internal Management & Fiscal Responsibility Committee  
Meeting Agenda**

**January 11, 2011**

Written legislative analyses for the below listed items are attached for your consideration:

**Item Number(s)**

3(E)	3(I)
3(H)	3(L)
3(J)	3(O)
3(F)	

Acknowledgements--Analyses prepared by:

Elizabeth N. Owens, Legislative Analyst

Jason T. Smith, Senior Legislative Analyst

Mia Marin, Legislative Analyst

**MIAMI-DADE COUNTY  
BOARD OF COUNTY COMMISSIONERS  
OFFICE OF THE COMMISSION AUDITOR**



Legislative Notes

**Agenda Item:** 3(E), 3(H), 3(I) and 3(J)

**File Number:** 102682, 110024, 110025, 110033

**Committee(s) of Reference:** Internal Management & Fiscal Responsibility Committee

**Date of Analysis:** January 6, 2011

**Type of Item:** Resolutions Approving the Budgets for Fiscal Year 2010-11 for Community Redevelopment Agencies (CRA)

**Commission Districts:** 1, 2, 3, 4, 7, 8, 9

**Summary**

These resolutions approve FY2010-11 budgets for the following four (4) CRA's:

	<b>CRA</b>	<b>FY2010-11 Budget</b>
3E	Naranja Lakes	\$4,328,535
3H	North Miami Beach	\$7,268,387
3I	South Miami	\$3,712,553
3J	North Miami	\$5,926,880

Additionally, item 3E, authorizes the CRA to obtain a \$7.5 million loan to reimburse the County for the outstanding balance on two State Sunshine Loans.

**Background and Relevant Legislation**

Each CRA is required to submit an annual budget to the Board of County Commissioners for approval.

The following provides the approved budgets for the last three years:

**Naranja Lakes CRA**

Approval Date	Item Number	Fiscal Year	Resolution Number	Budget Amount
12/1/2009	092862	2009-2010	1361-09	\$6,146,744
12/2/2008	083117	2008-2009	1326-08	\$7,068,989
1/10/2008	073519	2007-2008	26-08	\$12,425,665

#### North Miami Beach CRA

Approval Date	Item Number	Fiscal Year	Resolution Number	Budget Amount
6/3/2010 <sup>1</sup>	102741	2009-2010	607-10 <sup>2</sup>	\$8,962,689
3/3/2009	090200	2008-2009	189-09	\$9,450,231
1/10/2008	073520	2007-2008	27-08	\$9,405,454

#### South Miami CRA

Approval Date	Item Number	Fiscal Year	Resolution Number	Budget Amount
2/2/2010	093326	2009-2010	112-10	\$2,617,787
1/22/2009	083482	2008-2009	39-09	\$3,147,600
2/5/2008	080081	2007-2008	108-08	\$3,258,466

#### North Miami CRA

Approval Date	Item Number	Fiscal Year	Resolution Number	Budget Amount
9/10/2010	101587	2009-2010	886-10	\$10,859,999
1/22/2009	083480	2008-2009	38-09	\$14,290,323
2/19/2008	080365	2007-2008	185-08	\$14,253,424

**The Administrative Expenditures for FY2010-2011 for all four CRA's are as follows:**

CRA	Administrative Expenditures	Total Increment Revenue	Percentage of Administrative Expenditures
Naranja Lakes	\$176,000	\$944,168	18.6%
North Miami Beach	\$185,141	\$1,138,889	16.3%
South Miami	\$237,049	\$1,292,225	18.3%
North Miami	\$432,818	\$2,483,452	17.4%

The administrative expenditures for all four CRA's fall within the 20% cap as prescribed by each CRA in their interlocal agreement with Miami-Dade County.

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<sup>1</sup> This item is the amended version. The original item is under file no. 10075. According to the Miami-Dade Legislative Information System, under the original file no. 10075, it shows this item was amended to provide a legible handwritten page 17 and was subsequently assigned a Resolution No. 607-10 on June 3, 2010. On January 6, 2011, the Office of Commission Auditor (OCA) contacted the Office of Strategic Management and Budget (OSBM) to inquire about the update to this assignment since it is not reflected on the Miami-Dade Legislative Information System. OSBM is aware that a permanent resolution has not been assigned to this item and they are coordinating with County staff to have this corrected.

<sup>2</sup> *ibid.*

The Tax Increment Financing Committee (comprised of County administrative staff to provide increment financing recommendations) reviewed the four (4) CRA budgets with a recommendation for Board of County Commissioners approval on the following dates:

- Naranja approved on November 8, 2010;
- North Miami Beach approved on December 13, 2010;
- South Miami approved on December 13, 2010; and
- North Miami approved on December 13, 2010

Currently, there are twelve (12) approved CRA's: 7<sup>th</sup> Avenue, City of Homestead, City of Miami Beach, City of Miami, Omni, City of Miami Midtown, City of North Miami, City of North Miami Beach, City of South Miami, Florida City, Naranja Lakes, and West Perrine.

Additionally, there are two (2) proposed CRA's waiting for approval: 79<sup>th</sup> Street Corridor and Goulds/Cutler Ridge and District

The CRA approval process includes the following steps:

- Adopting the Finding of Necessity (FON);
- Establish CRA Board;
- CRA Board to develop Community Redevelopment Plan (CRP);
- CRA along with the local planning advisory boards approve CRP;
- Public Hearing;
- County approval; and
- Creation of Redevelopment Trust Fund (CRATF) to facilitate the increase in real property tax revenues into the targeted area.

### **Comments and Questions**

The Miami-Dade FY2010-11 Adopted Budget Volume 1, page 89, projects that the property tax roll is expected to drop an additional five percent in FY2011-12, flat in FY2012-13 and three percent positive growth in subsequent years.

#### Naranja Lakes CRA

The Naranja Lakes CRA Proposed FY2010-11 Budget reflects significant total tax increment revenue (UMSA Tax Revenue and County Tax Revenue) loss from total tax increment revenues received in FY2009-10 (See below).

	FY2009-10 Actual	FY2010-11 Proposed	Percentage Change
UMSA Tax Increment Revenue (TIR)	\$563,155	\$281,487	-50.0%
County Tax Increment Revenue	\$1,362,855	\$662,681	-51.4%
Total	\$1,926,010	\$944,168	-51.0%

#### South Miami CRA

The South Miami CRA Proposed budget for FY2010-11 reflects an increase in debt service payments from FY2009-10 of 288%. The FY2009-10 debt service payment was \$297,774 compared to the FY2010-11 proposed debt service payment of \$1,156,367. The reason for this increase is to accelerate the payments on a long term loan acquired in FY2006-2007 that will mature on June 1, 2020 (R-931-06) with a current outstanding loan amount of \$2.1 million. After this accelerated payment, the balance will be \$1.03 million.

- Accelerating the payments will shorten the length of the loan by how many years?

#### North Miami CRA

North Miami CRA Proposed Budget reflects a carryover balance in FY2010-11 without previous year cash position (Revenues-Expenses) balance from FY2009-10.

- Where does this carryover balance come from?

However, the other CRA Proposed budgets (Naranja, North Miami Beach, and South Miami) reflect a cash position balance (Revenues-Expenses) from FY2009-10 that is then shifted to FY2010-2011 to reflect a proposed carry over from the prior years.

#### **Additional Information**

Included in the January 11, 2011, Internal Management & Fiscal Responsibility Committee Agenda, item 3G (item no. 102740) seeks approval for the expansion of the N.W. 7<sup>th</sup> Avenue Corridor Redevelopment Area. According to the item, if the expanded area is approved by the Board of County Commissioners, it is estimated that it would generate approximately \$4.9 million in revenue through year 2033.

Additionally, this item includes a Finding of Necessity Report (FON) prepared by Keith and Schnars, P.A which concludes that slum and blight exists in this expansion area and if included in the CRA's boundaries, the CRA will aim to support strategic public and private redevelopment projects that will enhance the health and vitality of the area.

Furthermore, the FON compares Taxable Value of Real Property (data collected from Miami-Dade Property Appraiser) between the expansion area and Miami-Dade County for years 2004 to 2009 and it reflects the expansion area with a higher average annual rate change percentage of 12.6% compared to Miami-Dade County Real Estate Values average annual rate change of 9.2%.

However, the Miami-Dade FY2010-11 Adopted Budget Volume 1, page 89, projects that the property tax roll is expected to drop an additional five percent in FY2011-12, flat in FY2012-13 and three percent positive growth in subsequent years.

- What have been the rates of the proposed expanded area since 2009?
- What are the projected rates in the next couple of years for that proposed area?
- Will the rates affect the CRA's ability to gather sufficient revenues in the future?

**Prepared By:**

Mia B. Marin and Ines Beecher

**MIAMI-DADE COUNTY  
BOARD OF COUNTY COMMISSIONERS  
OFFICE OF THE COMMISSION AUDITOR**



Legislative Notes

**Agenda Item:** 3(F)

**File Number:** 102835

**Committee(s)  
of Reference:** Internal Management and Fiscal Responsibility

**Date of Analysis:** January 7, 2011

**Type of Item:** Resolution Approving Implementing Order

**Summary**

This resolution approves the Implementing Order which would create the fee schedule for the Miami-Dade Fire Rescue (MDFR) Training Center, 9300 N.W. 41st Street, Doral, Florida.

**Background and Relevant Legislation**

The Miami-Dade Fire Rescue Training Center is a multi-use, state-of-the-art complex built on 11 acres south of MDFR's headquarters building. According to information provided by the Miami-Dade Fire Rescue Department, the Training Center provides numerous training and development opportunities for MDFR personnel as well as public safety personnel from across the region, the nation, and the globe.

The Training Center's primary focus is to enhance MDFR's response capabilities and serve to assist other public safety departments in the region. The Training Center is also designed to provide a wide range of courses that deal with both public and private emergency response and preparedness.

**Budgetary Impact**

This Implementing Order is necessary to approve the fees associated with using the Training Facility. As noted in the Manager's Memo which is attached to the Implementing Order, the establishment of fees for the Training Facility was approved by the Board of County Commissioners with the adoption of the FY 2010-11 County Budget. However, County staff failed to include the actual fee schedule in the budget ordinance.

When the budget was adopted, it was anticipated that \$400,000 would be generated from Training Facility fees for the fiscal year which began on Oct. 1, 2010. The Commission Auditor's Office questioned whether the three-month delay of the approval of the fee schedule would negatively impact the projected earnings of \$400,000 for FY 2010-11. The Department has assured the Office of the Commission Auditor that the \$400,000 budget projection was calculated using a January 1, 2011 adoption date of the Training Facility fees.



**Comments**

According to MDFR officials, the lack of a fee schedule currently limits the County's ability to market the Training Facility since potential clients cannot be told how much services at the Training Facility will cost. However, the Department has identified potential clients which could utilize the services offered by the Training Facility. The Department is focusing on attracting clients from Central America and the Caribbean as well as local fire-fighting agencies.

The Department recently hosted its first international class of firefighters from Ecuador, according to Department officials. The group, which used the Training Facility, was charged using the proposed fee schedule.

**Prepared by:** Jason T. Smith

**MIAMI-DADE COUNTY  
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Legislative Notes

**Agenda Item:** 3(L)  
**File Number:** 102748  
**Committee(s) of Reference:** Internal Management and Fiscal Responsibility  
**Date of Analysis:** January 7, 2011  
**Type of Item:** Award of Competitive Contract for Food Catering Services

**Summary**

This resolution approves the award of Contract No. 9372-0/15, Food Catering Services, in the amount of \$10.63 million for a five (5) year term.

This contract is awarded to three vendors in three groups:

Group I – Congregate and High Risk Meals to DHS Meal Sites

- Primary - Montoya Holdings Inc. d/b/a Pelota Café and Pizzeria
- Secondary - Construction Catering Inc.

Group II – Congregate and High Risk Meals to DHS Adult Day Health Care Centers, Senior Centers and High Risk Meals, provided by DHS Meal Sites

- Primary Items Nos. 1 to 4 - Montoya Holdings Inc. d/b/a Pelota Café and Pizzeria
- Primary Items No. 5 - Construction Catering Inc.
- Secondary Item No. 5 – Greater Miami Caterers

Group III – Frozen Meals: Pick-up and Delivery

- Primary - Construction Catering Inc.
- Secondary - Greater Miami Caterers

Pursuant to Procurement's Bid Tracking System (BTS), this contract combines the three previous contracts: 2363-4/10-4, 2365-4/09-4, and 1315-4/10-4.

## Background and Relevant Legislation

Contracts Combined into Contract No. 9372-0/15 Food Catering Services			
Contract No.	2363-4/10-4	2365-4/09-4	1315-4/10-4
Contract Title	Food Catering Services for the Human Services Adult Day Care Centers	Food Catering Services for the Community Action Agency (CAA) Adult Day Care Centers	Frozen Convenience Foods
Contract History	<p>Awarded on January 24, 2006, by Resolution No. 68-06, in the amount of \$750,000 for 1 year with 4, 1 year options-to-renew (OTR) periods.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$174,000, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>Total allocation under the 4<sup>th</sup> and final OTR is \$992,233.50.</p>	<p>Awarded on January 24, 2006, by Resolution No. 68-06, in the amount of \$831,000 for 1 year with 4, 1 year OTR periods.</p> <p>In October 2008, CAA's Elderly Programs were merged with the Department of Human Services (DHS) Elderly, Disability Veterans Services Bureau.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$102,000, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>On June 3, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$345,234.</p> <p>On July 20, 2010, the contract was modified under Resolution No. 824-10, for an additional spending authority in the amount of \$301,000, and additional time, extending the contract for 3 months, from September 30, 2010 to December 31, 2010.</p> <p>Total allocation under the 4<sup>th</sup> and final OTR = \$1.893 million.</p>	<p>Awarded on February 15, 2006, by the Department of Procurement Management (DPM) in the amount of \$350,000 for 1 year with 4, 1 year OTR periods.</p> <p>Originally, this contract provided for the delivery of frozen meals to CAA's Elderly Program.</p> <p>On July 18, 2006, under Resolution No. 909-06, the OTR periods were authorized.</p> <p>In October 2008, CAA's Elderly Programs were merged with the DHS Elderly, Disability Veterans Services Bureau.</p> <p>On February 1, 2010, the contract was modified and approved by the County Manager for an additional spending authority in the amount of \$296,359, and additional time, extending the contract for 6 months, from March 31, 2010 to September 30, 2010.</p> <p>July 20, 2010, under Resolution No. 824-10, the contract was modified for an additional spending authority in the amount of \$171,000, and additional time, extending the contract for 3 months, from</p>

			September 30, 2010 to December 31, 2010.  Total allocation under the 4 <sup>th</sup> and final OTR is approximately \$1.06 million.
<b>Vendor</b>	Construction Catering, Inc.	Construction Catering, Inc.	Construction Catering, Inc.
<b>Expiration Date</b>	As of September 30, 2010, this contract has expired.	As of December 31, 2010, this contract has expired.	As of December 31, 2010, this contract has expired.

### **Fiscal Impacts**

The funding source is listed as Federal Funds, State Funds, and General Funds. According to DHS, the Food Catering contracts are Federal funds received from the Older Americans Act that allocates the funds to the Florida Department of Elder Affairs. The State contracts with the Alliance for Aging, Inc., who administers the awarded amount to the County.

In addition, there is a portion that is funded through the State, Department of Elder Affairs for the Adult Daycare Program which supplies breakfast and lunch.

### **Questions / Comments**

- *What is the breakdown for each funding source?*
- *Is there a secondary vendor under Item Nos. 1 to 4 under Group II?*

**Prepared by:** Elizabeth N. Owens

**MIAMI-DADE COUNTY  
BOARD OF COUNTY COMMISSIONERS  
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Legislative Notes

**Agenda Item:** 3(O)

**File Number:** 110027

**Committee(s) of Reference:** Internal Management and Fiscal Responsibility

**Date of Analysis:** January 7, 2011

**Type of Item:** Competitive Contract Package

**Summary**

This Competitive Contracts Package includes a total of eight (8) procurement actions totaling \$13.396 million.

**Budgetary Impact**

**Competitive Contract:**

**Item 1.1 – Uniforms for Miami-Dade County Public Safety Departments**

This item awards a contract to five (5) vendors for the purchase of uniforms used by various County departments. The cumulative contract total is \$12.911 million for a five (5) year term with no subsequent options to renew (OTRs).

The various County departments include Miami-Dade Corrections and Rehabilitation (MDCR), Miami-Dade Fire Rescue (MDFR), Miami-Dade Police (MDPD), Miami-Dade Park and Recreation (MDPR), and Port of Miami (POM).

**Questions / Comments**

According to the Department of Procurement Management (DPM), this contract consolidates six (6) previous contracts (see below).

Contract No.	Value
IB5992-2/10-1: Leather Accessories	\$ 15,000
6182-3/09-3: Uniforms and Accessories for MDFR	\$1,202,320
IB7050-3/12-1: Swimwear (Lifeguard)	\$ 24,000
8317-4/12-2: Uniforms for MD Corrections Dept.	\$ 93,000

8492-4/12-1: Uniforms for MDPD	\$ 565,540
8600-4/13-1: Pants and Battle Dress Uniforms	\$ 236,154
<b>TOTAL</b>	<b>\$2,136,014</b>

Item No.	Contract Term & Amount	Amount per year	Previous Contract Term & Amount	Previous Contract Amount per year
1.1	\$12,911,000 for 5 years.	\$2,582,200	\$2,137,000 for 1 year.	\$2,137,000

#### Questions

- How many uniform contracts do we have and is it possible to consolidate all of the contracts?
- In total, how much do we spend annually on uniforms?
- Will this contract have any CPI increases in the years?

#### Contract Modifications:

Item No.	Contract Title and Modification Reason	Initial Contract Amount	Modified / Extended Term	Increased Allocation	Record of Vendors' Performance
3.1	<b>Portable Ladders-Metal, Fiberglass and Aluminum</b>  <u>Reason:</u> Transfers an allocation to be funded by Miami-Dade Transit (MDT) Operating Funds to allow MDT to purchase portable ladders to support routine service and repairs. Surtax Funds are a component of MDT Operating funds.	\$48,000 in Unallocated Funds.	No Change.	\$17,000 transferred to MDT leaving \$31,000 in Unallocated Funds.	There are no compliance or performance issues reported for A&B Hardware Inc., or American Fasteners Corp.
3.2	<b>Automotive Parts Washer Machine Lease/Maintenance</b>  <u>Reason:</u> Additional spending authority to allow MDT to lease washer parts. Surtax funds are a component of MDT Operating funds.  <u>Question:</u> <i>Has a market</i>	\$102,000 for two (2) years.	No Change.	\$42,000	There are no compliance or performance issues reported for Safety-Kleen Systems.

	<b><i>analysis been conducted to compare the cost of leasing to the cost of purchasing?</i></b>				
3.3	<b>Ice Making Machines</b>  <u>Reason:</u> Additional time authorization of three (3) months to allow various departments to continue the purchase of ice making machines.  According to the County Manager's memo, the successor contract will be awarded before April 30, 2011.	\$342,000 for 30 months.	3 months from January 31, 2011 to April 30, 2011.	No Change.	There are no compliance or performance issues reported with Gulf Ice Systems, Inc.
3.4	<b>Audio Visual Equipment and Supplies</b>  <u>Reason:</u> Additional spending authority to allow the Building and Neighborhood Compliance Department access to the contract, and an additional allocation to the Library System.	\$7,760,000 for five (5) years.	No Change.	\$380,000	There are no compliance or performance issues reported for the 26 vendors listed.
3.5	<b>Wiping Cloths (Rags) and Fiber Wipes</b>  <u>Reason:</u> Additional spending authority to provide MDT an allocation funded by MDT Operating funds to purchase wiping cloths. Surtax Funds are a component of MDT Operating funds.	\$72,000 for one (1) year.	No Change.	\$21,000	There are no compliance or performance issues reported for Troy Industries, Inc.
3.6	<b>Maintenance, Service and Repairs for Vehicle Wash Facilities</b>	\$23,000 for one (1) year.	No Change.	\$42,000	There are no compliance or performance issues reported for Wash Plus, Inc.

	<p><u>Reason:</u> Additional spending authority to allow MDT maintenance, service, and repair services for five (5) drive-through vehicle wash systems. MDT's vehicles are no longer covered by the manufactures warranty. Surtax funds are a component of the MDT Operating funds.</p>				
3.7	<p><b>Route Work and Group Travel Services</b></p> <p><u>Reason:</u> Additional time for MDT to continue to purchase fixed-route services, semi fixed-route services and group travel services within Miami-Dade, Broward and Monroe Counties.</p> <p>According to the County Manager's memo, the successor contract is expected to be awarded by September 2011.</p>	\$12,501,000 for five (5) years.	6 months from March 31, 2011 to September 30, 2011.	No Change.	<p>There are no compliance or performance issues reported for the following vendors:</p> <ul style="list-style-type: none"> <li>• American Coach Lines of Miami Inc.,</li> <li>• J.G.T. Transportation Inc.,</li> <li>• Greyhound Lines, Inc. ,</li> <li>• Zuni Transportation Inc.,</li> <li>• Southern Shuttle Services, Inc.,</li> <li>• Unique Charters, Inc., and</li> <li>• Quality Transport Services, Inc.</li> </ul>

**Prepared by:** Elizabeth N. Owens