

Appendix D – Internal Services Department Rates

ISD Insurance Rates

ISD Insurance Rates and Allocations (several subobjects)

Operating insurance coverage, including workers' compensation (01115), general liability (23210), auto liability (26065) and police professional (23230) are provided through the Internal Services Department (ISD). Departments that purchase insurance or participate in self-insurance programs will receive individual estimated costs for FY 2014-15.

The total allocation charges are based upon historical claims activities, operational exposures and anticipated future liabilities. In the FY 2014-15 budget, allocations to specific departments/agencies will be based on a new underwriting methodology. This underwriting methodology is exposure-based, and uses a weighted system set on solid underwriting principles. The allocation underwriting criteria are based as follows:

Workers compensation based on payroll;

General liability based on BCC approved FY 2013-14 operating budget;

Auto liability based on vehicle count*;

For budget preparation, departments/agencies may wish to internally distribute the allocations for Workers' Compensation and General Liability on a budgeted position basis and the Auto Liability on a per vehicle basis. The ISD, Risk Management Division, in conjunction with the Office of Management and Budget (OMB), will be conducting educational meetings on this new allocation system.

The allocation for Police Professional Liability for FY 2014-15, will be suspended due to sufficient fund balances.

Rental vehicles: The County has a countywide vehicle rental program available to all departments/agencies. Departments/agencies need to budget for rental vehicle insurance costs based on monthly anticipated usage at a rate of \$71.26/month/vehicle. Please note that this rate is subject to change.

* Note: Vehicles are defined as equipment that traverse roadways and are subject to registration (tag) with the Florida Department of Transportation.

DEPARTMENT/AGENCY NAME	Workers' Compensation FY 2014-15	General Liability FY 2014-15	Auto Liability FY 2014-15
1 ANIMAL SERVICES	148,425	13,941	27,796
2 AUDIT AND MANAGEMENT SERVICES	87,812	4,887	-
3 AVIATION	2,491,256	-	-
4 BOARD OF COUNTY COMMISSIONERS	249,059	17,199	-
5 CITIZENS' INDEPENDENT TRANSPORTATION TRUST	19,652	3,576	-
6 CLERK OF COURTS	1,421,763	28,327	10,263
7 COMMISSION ON ETHICS & PUBLIC TRUST	37,122	1,570	641
8 COMMUNITY ACTION & HUMAN SERVICES	1,175,103	220,857	24,107
9 COMMUNITY INFORMATION AND OUTREACH	284,370	23,388	-
10 CORRECTIONS & REHABILITATION	8,605,093	738,750	172,740
11 COUNTY ATTORNEY	419,178	21,463	-
12 CULTURAL AFFAIRS	138,076	42,443	3,207
13 ELECTIONS	426,469	41,144	8,606
14 FINANCE	491,209	34,515	1,000
15 FIRE RESCUE	7,167,442	791,116	414,819
16 HOMELESS TRUST	27,624	55,029	-
17 HUMAN RESOURCES (Human Rights & Fair Employment Practices)	218,443	8,825	-
18 INFORMATION TECHNOLOGY	1,744,793	203,002	25,277
19 INSPECTOR GENERAL	89,264	5,298	-
20 INTERNAL SERVICES	1,565,058	562,638	176,460
21 JUDICIAL ADMINISTRATION (Law Library and Legal Aid)	294,178	32,853	2,566
22 JUVENILE SERVICES	148,311	21,648	1,283
23 LIBRARY	714,911	121,732	28,865
24 MEDICAL EXAMINER	132,713	14,217	6,735
25 METROPOLITAN PLANNING ORGANIZATION	31,274	7,372	641
26 MIAMI-DADE ECONOMIC ADVOCACY TRUST	30,337	5,123	-
27 MIAMI-DADE POLICE	13,838,074	1,173,722	3,355,885
28 MIAMI-DADE TRANSIT	5,749,891	-	-
29 OFFICE OF MANAGEMENT & BUDGET (Grant Coord., State County Health)	159,911	37,177	-
30 OFFICE OF THE MAYOR	112,119	5,512	8,339
31 PARKS, RECREATION & OPEN SPACES	1,366,227	307,155	255,614
32 PORT OF MIAMI	627,811	324,512	70,558
33 PROPERTY APPRAISAL	503,208	44,620	14,753
34 PUBLIC HOUSING & COMMUNITY DEVELOPMENT	568,652	-	133,420
35 PUBLIC WORKS (SOLID WASTE & PUBLIC WORKS)	2,586,111	869,952	972,808
36 REGULATORY AND ECONOMIC RESOURCES	1,442,919	197,921	149,455
37 VIZCAYA MUSEUM & GARDENS	75,673	17,456	2,886
38 WATER AND SEWER	4,881,018	-	-
Total:	\$60,070,552	\$5,998,942	\$5,868,725
Base Rate:			\$855

Fleet Operating and Vehicle Replacement Charges

Fleet Operational Charges (several sub-objects)

Fleet operations charges are broken down between heavy (trucks and one-ton pickups) and light (cars, vans, and up to ¾ ton pickups) equipment. Departments can access their monthly Fleet charges summarized by expense category through the On-Demand internet client program at <http://s0141183.miamidade.gov/logon.htm>

Rates: Current operational fleet rates are shown in the table below. Total charges to departments will vary according to vehicle service needs; please see tables on the following pages.



Important

Please note that rates are determined during the budget development cycle. Final rates for FY 2014-15 will be published on the ISD Fleet Management website, once the FY 2014-15 budget is adopted.

FY 2013-14 Fleet Operational Rates			
Item		Heavy Equipment	Light Equipment
Labor		\$ 73.00/hour	\$ 73.00/hour
Commercial Repairs	Cost + 20% markup over invoice		Cost + 17% markup over invoice
Parts	Cost + 20% markup over invoice		Cost + 25% markup over invoice
Fuel	Cost + \$ 0.15 surcharge per gallon		
Misc. Charges	Overdue PM fees for light equipment:		
	0–499 miles past due: No penalty fee		
	500-750 miles past due: \$ 50 penalty		
	750+ miles past due: \$ 100 penalty		
	Vehicle storage fee: \$10 per day will be charged if vehicles are not picked up ONE WEEK after the posted ready date		
Loaner Vehicles	\$0.47 per mile (inclusive of repairs and fuel)		
Pool Vehicles	Sedan / Pickup / Cargo Van	\$ 0.47 / mile + \$1.75 / hour	
	Passenger Van (7 & 15)	\$ 0.47 / mile + \$ 2.75 / hour	
	Executive Car	\$ 0.47 / mile + \$ 2.00 / hour	
	Hybrid Sedan	\$ 0.47 / mile + \$ 3.00 / hour	
	Wheelchair Equipped Pass. Van	\$ 0.47 / mile + \$ 4.50 / hour	
Vehicle Preparation & Disposal Charges		<u>Preparation Charges</u>	<u>Disposal Charges</u>
	General Fleet Vehicle	\$931.28	\$127.70
	General Fire Vehicle	\$839.35	\$160.80
	Marked Police Cruiser	\$914.05	\$175.40
	Marked Corrections Cruiser	\$841.85	\$153.50
	Marked Police Motorcycle	\$1,012.45	\$160.80

Fleet Management charges for its services under the following sub-object codes shown in the table below:

Fleet Management Services Sub-object Codes		
<i>Description</i>	<i>Sub-object Code</i>	
	<i>Light</i>	<i>Heavy</i>
Operating Charges:		
Fuel	26060	26070
Fluids	26061	26071
Pool Vehicle Mileage	26062	N/A
Labor	26066	26072
Parts	26063	26073
Commercial Repairs	26064	26074
Accident, Abuse, Modification	26068	26068
Vehicle Trust Fund Charges:		
Monthly Vehicle Replacement Charges	26067	26067
Pool Vehicle Hourly Charges	26077	N/A
Old Vehicle Disposal	26078	26078
New Vehicle Preparation	26079	26079
Vehicle Replacement Settlement	26081	26081



Important

The following chart details actual operational fleet charges for FY 2012-13 and are being provided only as a guide.

FY 2012-13 ACTUAL OPERATIONAL FLEET CHARGES¹

Department Name	FUEL		Pool Vehicle MILEAGE 26062	REPAIRS ²		Ac/Ab/Mod 26068	TOTAL ¹
	Light 26060	Heavy 26070		Light	Heavy		
Administrative Office of the Courts	\$6,347	\$0	\$6,234	\$5,109	\$0	\$7,598	\$25,288
Animal Services	\$145,079	\$1,563	\$1,205	\$81,844	\$5,762	\$12,247	\$247,699
Aviation	\$633,158	\$206,647	\$0	\$5,310	\$0	\$0	\$845,115
CAHSD	\$101,392	\$159,424	\$67,522	\$101,303	\$369,762	\$18,715	\$818,119
Community Information & Outreach	\$3,087	\$0	\$439	\$5,935	\$0	\$0	\$9,461
County Attorney	\$1,819	\$2,124	\$1,277	\$0	\$0	\$0	\$5,221
County Commission	\$44,295	\$1,050	\$7,447	\$38,832	\$7,860	\$9,958	\$109,442
Clerk of Court	\$20,409	\$0	\$12,639	\$22,848	\$0	\$6,241	\$62,137
Corrections & Rehabilitation	\$378,251	\$104,499	\$23,350	\$453,394	\$362,297	\$65,931	\$1,387,722
Cultural Affairs	\$10,031	\$0	\$2,331	\$9,558	\$0	\$3,120	\$25,039
Elections	\$28,920	\$3,244	\$62,275	\$12,485	\$1,926	\$1,638	\$110,488
Finance	\$0	\$0	\$52,496	\$0	\$0	\$6,500	\$58,996
Fire Rescue	\$520,866	\$749,322	\$19,879	\$688,677	\$608,256	\$82,312	\$2,669,312
Internal Services	\$193,029	\$9,458	\$54,289	\$172,730	\$45,470	\$12,732	\$487,708
Information Technology	\$138,780	\$496	\$53,098	\$139,870	\$2,929	\$2,217	\$337,390
Inspector General	\$9,291	\$0	\$0	\$0	\$0	\$0	\$9,291
Juvenile Services	\$1,389	\$0	\$23,897	\$0	\$0	\$0	\$25,286
Library	\$44,105	\$58,824	\$5,260	\$33,643	\$72,097	\$4,936	\$218,866
Medical Examiner	\$26,812	\$0	\$0	\$7,759	\$0	\$2,657	\$37,228
Transit	\$27,604	\$661	\$145,613	\$442,680	\$377,004	\$40,727	\$1,034,289
Police	\$10,862,492	\$71,081	\$0	\$7,958,813	\$288,524	\$740,369	\$19,921,279
Office of Mayor	\$0	\$0	\$5,772	\$0	\$0	\$0	\$5,772
Parks, Recreation and Open Spaces	\$1,293,058	\$320,061	\$127,390	\$821,272	\$428,426	\$122,270	\$3,112,477
Public Housing & Community Development	\$310,028	\$4,351	\$35,449	\$343,982	\$0	\$0	\$693,809
Public Works and Waste Management	\$912,533	\$9,370,425	\$102,444	\$792,231	\$27,904,799	\$725,113	\$39,807,544
Property Appraiser	\$21,358	\$0	\$43,601	\$30,663	\$0	\$4,822	\$100,444
Regulatory and Economic Resources	\$371,362	\$0	\$34,770	\$471,795	\$0	\$43,120	\$921,046
State Attorney Office	\$92,681	\$1,288	\$0	\$59,974	\$5,893	\$7,907	\$167,743
Seaport	\$205,387	\$19,160	\$17,537	\$177,577	\$185,996	\$36,526	\$642,182
Vizcaya	\$5,322	\$262	\$0	\$5,624	\$15,310	\$0	\$26,519
Water & Sewer	\$1,701,324	\$1,894,850	\$0	\$1,326,845	\$0	\$0	\$4,923,019
Total	\$18,110,208	\$12,978,791	\$906,213	\$14,210,753	\$30,682,310	\$1,957,655	\$78,845,931

¹Departments with actual Fleet charges less than \$5,000 are not included above.

²Repair values include total charges for parts, labor, and outsourced work for the following sub-object codes: 26063, 26064, 26066, 26072, 26073, 26074.

Fuel Costs

Below is a table showing actual fuel use by department in FY 2012-13. The average fuel price per gallon charged to departments in FY 2012-13 is also shown below and is being provided as a guide.

Rates: Unleaded (E10): \$3.33 per gallon
 Diesel (B5): \$3.53 per gallon

FUEL USE IN GALLONS FY 2012-13		
DEPARTMENT	Diesel	Unleaded
ADMINISTRATIVE OFFICE OF THE COURTS		1,939.50
ANIMAL SERVICES	449.00	43,652.60
AVIATION	58,767.80	191,498.30
COMMUNITY ACTION AND HUMAN SERVICES	42,303.70	33,382.70
CLERK OF COURTS		6,160.30
COMMISSION ON ETHICS		298.40
COMMUNITY INFORMATION AND OUTREACH		931.40
CORRECTIONS AND REHABILITATION	38,912.70	104,957.80
COUNTY ATTORNEY OFFICE		1,176.10
COUNTY COMMISSION	298.10	13,396.50
CULTURAL AFFAIRS		2,927.80
ELECTIONS	6,885.90	2,329.40
FIRE RESCUE	223,816.90	145,260.20
INFORMATION TECHNOLOGY	147.20	40,906.60
INTERNAL SERVICES	24,101.00	66,070.20
INSPECTOR GENERAL		2,794.10
JUDICIAL ADMINISTRATION		1,939.50
JUVENILE SERVICES		408.60
LIBRARIES	16,743.80	13,247.40
MEDICAL EXAMINER		8,099.30
METROPOLITAN PLANNING ORGANIZATION		180.00
POLICE	25,893.20	3,251,737.90
PARKS, RECREATION AND OPEN SPACES	129,590.30	333,387.70
PROPERTY APPRAISER		6,330.10
PUBLIC DEFENDER		257.70
PUBLIC HOUSING AND COMMUNITY DEVELOPMENT	1,235.90	92,527.10
PWWM - PUBLIC WORKS	210,851.40	138,788.30
PWWM – COLLECTION	1,683,680.50	88,116.20
PWWM – DISPOSAL	775,478.40	47,038.00
REGULATORY AND ECONOMIC RESOURCES		112,063.40
SEAPORT	6,096.00	59,654.60
STATE ATTORNEY	369.00	27,861.40
TRANSIT	186.80	8,383.50
VIZCAYA	73.20	1,609.50
WATER AND SEWER	538,434.90	508,486.60
Total	3,784,315.70	5,355,859.20

Fleet Vehicle Replacement Charges

The *minimum* expected service life for light mobile equipment is 100,000 miles at the time of replacement. The implementation of this extended vehicle replacement plan has reduced monthly vehicle replacement charges. Departments should not combine vehicle replacement charges with fleet operational charges.

Rates: Vehicle replacement charges vary according to the department's fleet composition. A table showing actual vehicle replacement charges for FY 2012-13 and projections by department for FY 2014-15 will be provided at the beginning of the budget development cycle for use as a guide. For additional information concerning vehicle replacement charges, contact Rey Llerena at 305-375-2818.

Current rates for vehicle preparation and disposal services are shown in the *FY 2012-13 Fleet Operational Rates Table*.



Important

Please note that vehicle preparation and disposal charges are determined during the budget development cycle. Final rates for FY 2014-15 will be published on the ISD Fleet Management website once the FY 2014-15 budget is adopted.



Important

If the department is adding vehicles to the current fleet, it is the operating department's responsibility to provide initial funding for those vehicles. Operating expenditures for additional vehicles will also need to be calculated by the department and included in the vehicle operations budget.

Real Estate Services

Lease Management Services (subobject 25511)

Lease management services are provided to all County departments that lease space. Services include locating space, negotiating and preparing lease contracts, processing contracts for BCC approval, overseeing design, and construction of lease build-outs, and processing the monthly lease payments.

Rate: Fee for services is four (4) percent of annual lease payments. Where no lease payments or nominal lease payments are involved, departments will be charged for staff time spent on processing the lease agreement, plus any out-of-pocket expenses.

Real Property Disposal Services

The disposal process for County real property requires coordinating an assessment of future need for the real property by County agencies, processing requests to the Planning Advisory board, administering the competitive bidding process, and conducting contract closings.

Rate: Fee for services is ten (10) percent of the sale price. If the property is sold/conveyed for nominal value or sold through a land exchange, departments will be charged for staff time spent on processing the land sale/conveyance, plus any out-of-pocket expenses. Real property transferred from ISD to other County agencies will be charged a processing fee equal to ten (10) percent of the property's assessed market value as determined by the Property Appraiser, capped at \$5,000, but, not less than \$1,000.

Real Property Acquisition Services

The acquisition of real property and facilities for County departments includes identifying and analyzing potential County and non-County sites, conducting site planning activities, securing necessary surveys, negotiating and preparing contracts, and other legal obligations required thereof. In addition, departments leasing property or space from the private sector may require a zoning hearing for the planned use.

Rate: Fee for services is based on the greater of four (4) percent of the negotiated purchase price or costs for staff time spent on the project, plus any out of pocket expenses

Real Estate Development

Rate: Development fees are charged, where applicable, at 50 percent of any real estate commissions paid to a licensed real estate broker for the transaction.

Other Real Estate Services

The Real Estate Section is also responsible for many other miscellaneous real estate functions such as administering the appraisal selection process, soliciting title services, preparing easements, permits, and other legal documents. Charges for these services are based upon the staff time spent and actual out-of-pocket expenses incurred by ISD.

Rate: Fee for services is based upon time spent and actual expenses incurred by ISD

ISD Service Tickets/Work Orders/Capital Projects

County departments must use the ISD Work Order and Service Ticket system through the following ISD Divisions:

- Design and Construction Services Division (DCSD) for space planning, office designs or relocations, furniture acquisition, architectural, design services and engineering building renovation, and new construction work.
- Facilities and Utilities Management Division (FUMD) for repairs, preventive maintenance requests, graphics and signage improvements, renovation and construction repair work to be performed at ISD facilities and other County facilities.

Departments are encouraged to determine their needs or request assistance from ISD with estimating costs for projects that will be initiated during the next fiscal year. All initial Service Requests may be made online through the Intranet at <http://intra.miamidade.gov> and click on ISD Work-Order/Service Ticket link, or <http://s0110029/DCSOnline/>. Billing for all work occurs on a monthly basis.

Service Tickets (subobject: 26028) - up to \$15,000

Used for interior remodeling, repairs, and preventive maintenance on systems such as plumbing, electric, air conditioning, carpentry, painting, signage requests, furniture acquisition, and office redesign. A Service Ticket is also opened when a department requests a preliminary estimate to be developed for a larger project or when minor damage occurs as a result of a Tropical Storm or Hurricane. Charges are billed to the requestor's index code on a monthly basis.

Work Orders (subobject 26040)

A work order is initiated when it is determined that the scope of work being requested is for major repairs or renovations of plumbing, roof replacement, air conditioning, and office relocations or redesigns are expected to cost more than \$15,000. Projects are normally larger, longer in duration, more expensive, and may require OMB approval. Departments are expected to secure adequate funding before work begins. Charges are billed to the requestor's index code on a monthly basis.

Capital Projects

Capital projects are designated by the User Agency, OMB, and the OMB Capital Coordinator. Design Construction and Services Division's project management staff provides construction administration and charges are billed to the specific user agency's index codes on a monthly basis.

ISD Business Supplies and Miscellaneous Services

Mail Services (subobject 26051)

U.S. mail will be charged on a monthly basis as a journal entry to FAMIS. Non-FAMIS departments will receive invoices for charges. Requested non-scheduled deliveries will be charged for actual personnel and vehicle operation costs of service.

Rate: U.S. Mail - \$0.46 per normal First Class piece, assess monthly*

***This rate may be adjusted during the fiscal year should the U.S. Postal Service approve different rates.**

Graphics and Copy Service (subobject 26050)

All presswork and graphic design services are individually priced based on actual job costs.

Rates: Graphic design projects are individually priced
Quick Copy Charges - \$0.032 per impression
Greater than 5,000 impressions - \$0.029 per impression

Business Supplies (subobject 47011)

Stability in general merchandise pricing is expected to continue.

Rates: Departments are advised to budget consistent with current spending levels

Moving Crew

Service includes a two-man crew, equipment, and supervision necessary to perform most moving needs.

Rates: \$110.00 per hour

Asset Management Fee

Departments are assessed an asset management fee based on the number of assets assigned to each department at the time the annual inventory process is initiated.

Rate: \$3.00 per asset in Fixed Assets System

Monthly Parking (subobject 31320)

All County vehicles that park in County facilities will be charged a monthly fee. Monthly parking rates for non-County vehicles can be found in the table below. Additional parking-related information may be found at www.miamidade.gov/internalservices/downtown-parking.asp

Rates: \$45.00 per County vehicle per month; departments may use the following formula for budgeting expenditures:
(number of County vehicles x \$ 45.00 x 12)

Daily Parking

Daily parking includes County vehicles and/or downtown business visits with personal vehicles. Departments may purchase parking validation stickers by having an authorized representative send a purchase request via memo, with index code or check to the Parking Manager. Stickers should be attached to parking ticket and given to cashier upon exit.

Rates: \$360 for a book of 100 stickers

Tip:



Failure to submit a validation sticker upon exit will require payment of the full ticket parking rate at cashier's window

Facility After-Hours Charges

Departments that anticipate using ISD-managed buildings outside of normal operating hours should budget to cover the additional utilities, security, janitorial, and building labor expenses associated with making the building available during such periods. For courts and other facilities, additional charges may be applied for additional security needs.

Rates: Varies according to building

After Hour Charges by Facility	
Building	After-Hour Charge (per hour)
Caleb Center	\$60.00
Children's Courthouse	\$60.00
Coordinated Victims Assistance Center	\$55.00
Coral Gables Courthouse	\$60.00
Courthouse Center	\$60.00
Dade County Courthouse	\$60.00
E.R. Graham Building	\$60.00
Elections/311 Building	\$60.00
Hialeah Branch Courthouse	\$60.00
Hickman Building	\$60.00
Integrated Command Facility	\$60.00
Miami Annex Building	\$55.00
Juvenile Justice Center	\$35.00
Mental Health Diversion Facility	\$60.00
Miami-Dade Flagler Building	\$70.00
North Dade Justice Center	\$55.00
Overtown Transit Village – North & South	\$65.00
Public Defender Building	\$60.00
Richard E. Gerstein Building	\$70.00
South Dade Government Center	\$60.00
South Dade Justice Center	\$60.00
Stephen P. Clark Center (Floors 1 -17)	\$145.00
Stephen P. Clark Center (Floors 18-29)	\$160.00
West Dade Permitting & Inspection Center	\$60.00
West Lot Garage Facility	\$60.00

Rent Roll

The rent roll for county departments is based on the square footage allocation within a facility.

Rates: Varies according to department usage of space; updated list will be provided by ISD and OMB in a separate document

Electrical Energy

Each department can retrieve its electrical cost projections for the fiscal year through the EnergyCAP interface at <http://ecapprd.miamidade.gov/energycap/>. Contact Dan Coogan at 305-375-1814 or dcoogan@miamidade.gov for access to the system, or to review FPL rate change projections. Departments will need to adjust both budgeted and projected costs based on planned expansions and contractions to their electrical usage.

Energy Performance Contracting

The County's Energy Performance Contracting Program provides departments with qualifying projects a cost-effective means by which to implement large-scale energy efficiency upgrades and/or improvements to their operations, e.g. lighting, heating and air conditioning, energy control systems, renewable energy systems, and other related or similar projects. Projects are competed amongst pre-qualified energy services companies in the program's vendor pool, and performed in a manner similar to design-build projects governed by Florida Statutes. Rather than using traditional funding sources such as bond financing or other capital allocations, financing typically takes the form of lease-purchase agreements paid out of the operating budget from the savings created in electricity, water and other operating expenses. (In fact, energy performance contracts contain guarantees that the lease-purchase payments must be less than the savings produced by the project.) The program is administered by and receives engineering oversight from ISD Facilities and Utilities Management Division. An administrative fee of no more than 1% is applied to implemented projects. Contact Ray Abrahante, EPC Program Manager, at RABRA@miamidade.gov or 305-375-5242 for more information.

Elevator Maintenance Management and Services

The Office of Elevator Safety (OES) will render services to include writing and managing maintenance contracts for elevators, escalators, moving walks, and conveyors, and related equipment. OES will also provide compliance inspections, consultations, and equipment testing.

Rates: Total expense for each department will vary, depending on the total number of units, age, degree of usage, and condition of unit

<u>Personnel Description</u>	<u>Hourly Rate</u>
Elevator Inspector, standard rate:	\$ 75.00
Elevator Inspector, standard overtime rate:	115.00
Elevator Inspector, holiday overtime rate:	150.00
Elevator Section Support Staff:	75.00
Deputy Chief Elevator Inspector:	85.00
Manager, Office of Elevator Safety:	95.00

Elevator Regulatory Fees, Permit Fees, Inspection Fees and other costs:

For departments that own and operate elevators, escalators, moving walks and other regulated equipment, there are other associated fees for the inspection, permitting and certifying that equipment which may apply. Please refer to the Office of Elevator Safety Website for the published fee schedule, applicable to all owners, both public and private, at:
<http://www.miamidade.gov/internalservices/elevators.asp>

Security Services

Security services include calls for maintenance, repair on alarms, security surveys and consultations, administration of security guard contracts, and security alarm monitoring.

Rates: Varies according to service

Security Service Charges	
Service	Charge
Service calls for maintenance and repair on alarms, closed circuit television, and other security equipment	\$75.00 per hour plus parts and charges
All service regarded as overtime, weekends And/or holidays	\$112.50 per hour, plus parts and charges \$95.00 per hour
Alarm Supervisor security system evaluations	
Installation of new security equipment	Call for estimate
Security Alarm System Monitoring – non-key response: ISD notifies facility contact person and/or police upon alarm activation	\$36.00 per month for each numbered account
Security Alarm System Monitoring – key response: ISD dispatches a Security Supervisor to the alarm and notifies facility contact person and/or police upon alarm activation (Standard connection via phone line).	\$100.00 per month for each numbered account \$118.00 per month for each numbered account
Radio Security Alarm System Monitoring – key response: same staffing response as above; however, this service includes a radio transmitter installed at the location to provide back-up communication. <i>Note: Departments requiring service must provide a set of keys or access card to ISD.</i>	False Alarm fees apply: <ul style="list-style-type: none"> • 1st – 5th: no charge • 5th: Technician Inspection • 6th: \$50.00 • 7th: \$100.00 • 8th: \$150.00 • 9th: \$200.00 • 10th and above: \$250.00 each
Facility security systems monitoring, e.g. cameras, panic buttons, access cards, etc.	Call for estimates on specific sites
Administration of security guard contracts and on-site supervision.	Eight percent added to invoices Six percent added to Aviation Department invoices
Vehicle (patrol car or motorized cart) for security officer. <i>Note: charges based on current vendor contracts, and are subject to change.</i>	Charges are based on current security contract rates. Call for estimates on specific sites.
Security Guards, armed or unarmed with radios and uniforms/blazers Level 1: Watchman-type guard, unarmed Level 2: Intermediate guard, armed or unarmed Level 3: Specially trained, armed security guard Screener: Trained operator of electronic screening equipment Field Supervisors (site checks and emergency responses)	Charges are based on current security contract rates. Call for estimates on specific sites
Additional Services, i.e. security surveys, investigations, consultations, surveillance planning	\$75.00 per hour
Elevator Telephone Monitoring Services, ISD notifies the facility contact person, the elevator service contractor and fire rescue upon receiving the request for assistance	\$20.00 per month, per elevator

Pest Management (subobject: 22340)

The Integrated Pest Management Program has replaced conventional pest control measures that use potentially toxic chemicals with environmentally safe procedures. Funding for the program is provided by departments in direct proportion with their pro-rata use of the countywide pest control contract with the ISD, Procurement Management Services Division.

Rates: Varies among departments utilizing service

DEPARTMENT	FY 2014-15 BUDGETED COST
Aviation	\$ 58,900
Community Action and Human Services	5,900
Corrections	11,800
Fire Rescue	6,600
Internal Services	22,600
Library	3,400
Parks, Recreation and Open Spaces	9,700
Police	2,700
Port of Miami	2,400
Public Works and Waste Management	5,900
Regulatory and Economic Resources	200
Transit	37,700
Vizcaya Museum	200
Water and Sewer	7,100

Electric Generator Support

On-site electric power generators provide auxiliary prime and back-up power to County-owned facilities. Scheduled preventive maintenance is provided in accordance with a Service Level Agreement (SLA) for each unit, for a fixed monthly fee. Agreements are available on a weekly, bi-weekly, or monthly basis. Departments and agencies will be charged for actual hourly and applicable overtime rates for outside labor and parts used. Emergency and other unscheduled repairs are charged based on time and materials to include the cost of parts, supplies and other materials to cover administrative, procurement, and delivery costs. Procurement of parts, materials or components not available off the shelf will be ordered at the vendors' delivered rates. In non-emergency situations, priority shipping must be approved in advance by the customer.

Rates: With SLA
Rates are quoted with departments for each machine

Not covered in SLA

ISD service technician (Regular time):	\$ 67/hour
ISD service technician (Overtime):	\$ 96/hour
Outside contractors (Regular time):	\$ 92/hour
Outside contractors (Overtime):	\$ 125/hour



Important:

ISD is not responsible for refueling generator tanks. This responsibility rests with the owner/operator managing the facility.

Sign Language Interpreters (subobject 11502)

Under certain circumstances, public meetings and County-sponsored events may be required to have sign language interpreters present. Refer to County Procedure No. 579 (ADA Effective Communication) and consult with your departmental ADA Coordinator in order to make this determination.

Rates: Varies depending on hours/day of service

Rates per Hour (with a 2 hour minimum) for a National Certified Sign Language Interpreter	
General 8:00 a.m. – 5:00 p.m. (excluding weekends and national holidays)	\$62 Per Hour
Evening 5:01 p.m. – 12:00 p.m.	\$64 Per Hour
Night 12:01 a.m. – 7:59 a.m.	\$69 Per Hour
Weekend (Friday 12:00 p.m. – Monday 7:59 a.m.)	\$64 Per Hour
National Holidays (24 hours midnight to midnight)	\$64 Per Hour