

OFFICE OF ELEVATOR SAFETY FEE SCHEDULE

Applicable to all owners, Public and Private

CERTIFICATE FEES (Required for all equipment, private and public owned)

These fees are applicable to all owners, public and private, for all equipment, as established by Florida Administrative Code 61C-5. These fees are effective as of March 8, 2008.

LANDINGS/TYPE	WITH MAINTENANCE CONTRACT	WITHOUT MAINTENANCE CONTRACT
Elevators Serving 0 - 2 Landings	\$75.00	\$75.00
Elevators Serving 3 - 5 Landings	\$75.00	\$75.00
Elevators Serving 6 - 10 Landings	\$75.00	\$75.00
Elevators Serving 11 - 15 Landings	\$75.00	\$75.00
Elevators Serving over 15 Landings	\$75.00	\$75.00
Special purpose Elevators, Manlifts, Moving Walks	\$75.00	\$75.00

CERTIFICATE FEES EFFECTIVE MARCH 8, 2008

The Florida Administrative Code 61C-5 has adopted fees for the Certificate of Operation for elevators, escalators, moving walks and all other regulated equipment. The rate was made effective March 8, 2008, establishing a flat rate of \$75.00 per unit for each Certificate year, irrespective of equipment maintenance contract, and irrespective of the type of equipment or the number of landings.

TO OBTAIN A PERMIT TO INSTALL OR RELOCATE AN ELEVATOR, ESCALATOR, MOVING WALK OR OTHER RELATED EQUIPMENT

(Required for all equipment, private and public owned)

Submit application for each unit. Use County form OES – 7015, and include all requested information i.e. folio number, owner information, billing information. Include affidavit of compliance (County form OES – 7023).

Submit one complete set of approved architectural plans.

Submit elevator layout(s) in duplicate, for each unit, or groups of units, with approved or approved as noted signature/stamp from architect, or engineer of record, or project manager, or owner.

Fees shown below are promulgated and/or permitted under Chapter 399 of the Florida Statutes.

Submit fees as shown below, *renewals are only for unexpired permits.

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	PERMIT FEE	RENEWAL FEE *
1	P1	Construction – Relocation Permit	ALL EQUIPMENT TYPES	\$250.00	\$150.00
2	PR1	Plans review fee	ALL EQUIPMENT TYPES	Subject to plans review fee schedule	n/a
3	E1	Expedite fee (if applied for)	ALL EQUIPMENT TYPES	\$450.00**	\$450.00**
4	CO	First year Certificate of Operation fee	ALL EQUIPMENT TYPES	From Certificate of Operation fee schedule	n/a

Notice

**** Effective July 1, 2014 we no longer allow the expedite process for new construction permits. You should plan ahead.**

VARIANCES FROM CODE TO INSTALL OR MODERNIZE EQUIPMENT and PLAN OF CORRECTIVE ACTION VARIANCES

Variance fee revision effective March 1, 2009

Recognizing that from time to time, situations may warrant the consideration of a variance from code requirements, the State of Florida has authorized a process for issuing variances from code. Since much of the process for the consideration of a variance from code requires a certain amount of research, the County must be compensated for such activity. The fees established have been re-evaluated, and the modified schedule is established below, effective March 1, 2009. Fees must be paid in advance at the time of variance application. Fees which are collected are not refundable, whether the variance is approved or not.

Variance fees:

Base application and research - \$150.00 per unit

Wheelchair lift - \$200.00 per unit

LULA - \$200.00 per each requirement of code requiring a variance, per unit, up to a maximum of \$4500.00 per project

Existing equipment (modernization) - \$200.00 per each requirement of code requiring a variance, per unit, up to a maximum of \$4500.00 per project

Temporary Variance (existing equipment) - \$200.00 per each requirement of code requiring a variance, per unit, up to a maximum of \$4500.00 per project . This is designed for projects that have been ordered to comply with A17.3, but due to special circumstances the owner may be unable to immediately comply.

New equipment - \$200.00 per each requirement of code requiring a variance, per unit, up to a maximum of \$4500.00 per project

Special Variances - The Variance committee is comprised of four professional staff members, at a committee hourly rate of \$600 per hour.

TO OBTAIN A PERMIT FOR REPAIR OR ALTERATION (Required for all equipment, private and public owned)

Submit application for each unit on County form OES – 7024. Include all requested information, folio number, owner information, billing information. Include affidavit of compliance (County form OES – 7023) for alterations. Describe work in the space provided. Attach additional sheets as needed for a complete description of work.

NOTE: For Alteration/Modernization where substantial building work is a part of an overall modernization or alteration of elevator plant, submit one set of architectural plans as follows: Include (1) plan view of ground floor, top floor, intermediate floor; (2) elevation view through section of elevator hoistway, to show scope of alteration/modernization work; and (3) all access routes to elevator machine room (as applicable). Mechanical, electrical, or structural plans are not necessary, unless details affecting the elevator plant are shown only on those plans.

For alteration/modernization submit elevator layout in duplicate, for each unit, or groups of units, with approved or approved as noted signature/stamp from architect or engineer of record, project manager or owner.

Emergency Repair Permits:

Emergency permits can be applied for in emergency situations, in the following manner.

1. During normal working hours, call our office at (305) 375-1577. After hours, notify the inspector on duty via our 24 hour emergency contact number at (305) 375-1555, or call our office and leave a voice mail at our main office (305) 375-1577, explaining the nature of the emergency.
2. Submit a permit application and letter or note explaining the details of the emergency, via facsimile to (305) 372-6367. (Please note that a request for emergency repair permit will not generally be considered unless the unit is in a hospital, or service elevator in a nursing home, or a single unit serving any building.)
3. Proceed with the work.
4. At the beginning of the very next available work day, personally deliver the application or via express delivery, with the fees for the repair and the expedited process. Fees may be paid by credit card by Discover, Visa or Master Card.
5. After the work is completed, call for an inspection as required by law, and upon a successful inspection, the unit can be restored to operation. The County reserves the right to perform a monitoring inspection on all emergency repair permitted work.

Submit fees shown below are promulgated and/or permitted under Chapter 399 of the Florida Statutes.

*expedite fee for repair/modernization was increased to \$250, effective January 1, 2016:

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	PERMIT FEE	RENEWAL FEE
1	A1	Alteration/Modernization Permit	ALL EQUIPMENT TYPES	\$200.00	\$100.00
2	PR2	Plans review fee, applicable to alteration/modernization only	ALL EQUIPMENT TYPES	Subject to plans review fee schedule	n/a
3	R1	Repair permit	ALL EQUIPMENT TYPES	\$200.00	\$100.00
4	E1	Expedite fee (if applied for) Required for emergency repairs.	ALL EQUIPMENT TYPES	\$250.00*	n/a

PLANS REVIEW FEE SCHEDULE

New Installation, Relocation and Alteration Permits (Required for all equipment, private and public owned) (Note: no plans review is needed for repairs). This is an increase in fees effective January 1, 2016

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	SERVICE FEE	EACH ADDITIONAL
1	PR1	PLANS REVIEW (New)	ELECTRIC	\$285.00	\$285.00
2	PR1	PLANS REVIEW (New)	HYDRAULIC	\$285.00	\$285.00
3	PR1	PLANS REVIEW (New)	ESCALATOR	\$285.00	\$285.00
4	PR1	PLANS REVIEW (New)	MOVING WALK	\$285.00	\$285.00
5	PR2	PLANS REVIEW (Alteration)	ELECTRIC	\$190.00	\$190.00
6	PR2	PLANS REVIEW (Alteration)	HYDRAULIC	\$190.00	\$190.00
7	PR2	PLANS REVIEW (Alteration)	ESCALATOR	\$190.00	\$190.00
8	PR2	PLANS REVIEW (Alteration)	MOVING WALK	\$190.00	\$190.00
9	PR3	PLANS REVIEW (New)	WHEELCHAIR LIFT	\$95.00	\$95.00
10	PR3	PLANS REVIEW (Alter)	WHEELCHAIR LIFT	\$95.00	\$95.00

TO OBTAIN A TEMPORARY CERTIFICATE of OPERATION* (Required for all equipment, private and public owned) For Construction Use Only

An elevator contractor who holds a valid permit to install or relocate an elevator, or a valid permit for repair, alteration or modernization of an elevator, may apply for a permit for the temporary operation of equipment, called a Temporary Certificate of Operation*, should the use of an elevator be required during the progress of construction (or work) for the movement of construction personnel and materials. This is available for construction use only. In accordance with fees and requirements established by Florida Administrative code 61C-5, an application shall be made to the County Office of Elevator Safety, and a fee paid, for each certificate. The certificate is valid for 30 days, after which it must be renewed. The renewal fee is the same amount as the original fee. The equipment must meet all applicable requirements and, in accordance with State law, must be inspected by a Florida Certified Elevator Inspector prior to placement into service, and every 30 days, prior to each renewal of the certificate.

The Temporary Certificate of Operation* will only be issued to the licensed elevator contractor who is the permit holder, or their authorized designee. The owner or the developer or the general contractor may make the application if authorized by the permit holder.

For Construction Use Only

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	PERMIT FEE
1	TOP-1	Temporary Certificate of Operation*	ALL EQUIPMENT TYPES	\$100.00 each 30 days

* Note: Temporary Certificate of Operation is to be renamed Temporary Operating Permit

FEES FOR OTHER SERVICES

Duplicate documents:

Applicable to private and public owned facilities.

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	SERVICE FEE	EACH ADDITIONAL
1	D1	Certificate of Operation	ALL	\$10.00	\$10.00
2	D2	Permit for New or Alter	ALL	\$15.00	\$15.00
3	D1	Permit for Repair	ALL	\$10.00	\$10.00
4	D3	Inspection Report	ALL	\$5.00	\$1.00

Exception: If the certificates or permits have been stolen, the fee will be waived, if the request for duplicate is accompanied by an official completed police report.

Special Services, expedite processing, overtime inspections.

Applicable to private and public owned facilities. Overtime rates will be assessed on a job per job basis. If a special overtime inspection is requested by the owner or the elevator contractor, where the start of work is to be after normal hours or on weekends or holidays, there will be a four hour minimum charge, and then each hour thereafter. **Payment must be made in advance. This is an increase in fees effective October 1, 2015 for County buildings and January 1, 2016 for private buildings.**

ITEM	SERVICE TYPE	SERVICE DESCRIPTION	EQUIPMENT TYPE	SERVICE FEE	EACH ADDITIONAL	COUNTY BUILDINGS	PRIVATE BUILDINGS
1	E1	Expedited process of New Certificate of Operation	ALL	\$450.00*	\$450.00*	\$450.00*	\$450.00*
2	E2	Expedited process of Repair Permit or Certificate	ALL	\$150.00	\$150.00	\$150.00	\$150.00
3	RT1	Regular time Inspection				\$95.00 per hour	160.00
4	OT1	Overtime Inspection	ALL		N/A	\$140.00 per hour	\$225.00 per hour
5	OT2	Holiday Overtime Inspection	ALL		N/A	\$175.00 per hour	\$285.00 per hour

***Notice: Expedite fee for New Construction will no longer be accepted, after July 1, 2014.**

FEE SCHEDULE

Applicable to Private Owners Only

INSPECTION SERVICES (Applicable for private sector inspections)

Miami-Dade County now does perform inspection services for privately-owned new construction or alteration/modernization permits, as selected by the County. The County selected inspections are chosen at random and will be so noted on the permit at the time of issuance. Those units which are not selected by the County should be inspected by a duly licensed firm providing those services, and conducted by duly licensed Certified Elevator Inspectors.

Repairs which require the issuance of a permit will be inspected in the same manner as above.

The primary exception to this practice is an emergency repair permit, for which the County reserves the right to always require that the unit be inspected by Miami-Dade County Office of Elevator Safety inspectors, at the rate of \$160.00 per hour during regular working hours. Overtime inspections will be at the rate of \$225.00 per hour. Contractors will be notified of the County's preference at the time of permit issuance.

As stated above, the Office of Elevator Safety does not typically provide inspection services to private buildings, and encourages use of private licensed inspection firms. Under certain circumstances, however, it may be required that inspections of existing equipment be performed by Miami-Dade County inspectors, as when an owner refuses to have a legally required inspection performed, or when specially requested by the owner (and agreed to by OES), a complaint by the public has been filed and the equipment is not compliant with code, or other special circumstances as specified by Florida Statute or Florida Administrative Code. Under these circumstances, the rates will be determined by the following schedule.

* Inspection fees for private projects are now based upon hourly rates of \$160.00 per hour for inspections performed during regular working hours and \$225.00 per hour for after normal hours and weekends. Holiday fees are \$285.00 per hour. **Payment must be made in advance, 4 hour minimum.**

** Construction and alteration inspections will no longer be based upon flat rates. Rate increase effective January 1, 2016.

ITEM	INSPECTION TYPE	INSPECTION DESCRIPTION	INITIAL FEE	PER HOUR FEE	1ST FOLLOW-UP	2ND FOLLOW-UP	3RD & GREATER FOLLOW-UPS
1	PS1	Inspection *	\$160.00 Per hour	\$160.00*	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
2	PS2	FINAL (see item 4)	\$160.00 Per hour	\$160.00 **	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
3	PS3	Callback	\$160.00 Per hour	\$160.00	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
4	PS4	Construction	\$160.00 Per hour	\$160.00 **	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
5	PS6	Alteration / repair	\$160.00 Per hour	\$160.00 **	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
6	PS5	Complaint	N/A	\$160.00 per hour	N/A	N/A	N/A
7	PS9	Accident	N/A	\$160.00 Per hour	N/A	N/A	N/A
8	ALL	OVERTIME RATE	N/A	\$225.00	N/A	N/A	N/A

9	PS14	Special Inspection	N/A	\$160.00 Per hour	N/A	N/A	N/A
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FEE SCHEDULE

Applicable to Private Owners Only

WITNESSING OF CODE REQUIRED TESTS (Applicable for private sector inspections)

Only performed on private sector owned equipment, under the circumstances required by law, or as otherwise described in inspection services above. Fees listed are in addition to inspection fees listed above.

Payment must be made in advance, 4 hour minimum.

ITEM	EQUIPMENT TYPE	ANNUAL with Inspection (plus insp. Fee)	ANNUAL with NO Inspection	5-YEAR with Inspection (plus insp. Fee)	5-YEAR with NO Inspection
1	ELECTRIC	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour	\$160.00 Per hour
2	HYDRAULIC	\$160.00 Per hour	\$160.00 Per hour	n/a	n/a
3	ESCALATOR	\$160.00 Per hour	\$160.00 Per hour	n/a	n/a
4	MOVING WALK	\$160.00 Per hour	\$160.00 Per hour	n/a	n/a

NOTE: Inspections, and witnessed tests, if performed under overtime conditions, will be at the rates shown above for overtime. Inspection fees for private projects are now based upon hourly rates of \$160.00 per hour for inspections performed during regular working hours. The rate for overtime is \$225.00 per hour for after normal hours and weekends. Holiday fees are \$285.00 per hour. **Payment must be made in advance, 4 hour minimum. Rate increase effective January 1, 2016.**

FEE SCHEDULE

Applicable to County and other Government Agencies

INSPECTION FEES Rate increase effective 10/01/2015

Generally applicable to equipment owned by County (or other Government entity under contract).

ITEM	INSPECTION TYPE	INSPECTION DESCRIPTION	INITIAL FEE	PER HOUR FEE	1 ST FOLLOW-UP	2 ND FOLLOW-UP	3 RD & GREATER FOLLOW-UPS
1	S1	Inspection –hydro and electric	\$190.00	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour
	S1	Inspection – Escalators and Moving walks	\$315.00*	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour
2	S2	Final – Initial	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour
3	S3	Callback	n/a	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour
4	S4	Construction	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour	\$95.00 Per hour
5	S5	Complaint	n/a	\$95.00 Per hour	n/a	n/a	n/a
6	S7	Monitoring	n/a	Not Applicable	n/a	n/a	n/a
7	S8	TOP (Temporary Operating Permit)	n/a	\$95.00 Per hour	n/a	n/a	n/a
8	S9	Accident	n/a	\$95.00 Per hour	n/a	n/a	n/a
9	S14	Special Inspection	n/a	\$95.00 Per hour	n/a	n/a	n/a

* The initial rate for inspection of escalators and moving walks is assuming three and a quarter (3.25) hour inspections, it is billed at the rate of \$95.00 per hour thereafter. Hourly rates are billed at one (1) hour minimum then partial hours thereafter in quarter hour segments, per inspection, per day.

WITNESSING OF CODE REQUIRED TESTS Rate increase effective 10/01/2015

Generally applicable to equipment owned by County (or other Government entity under contract). No free callbacks for witnessing only. Fees are added to inspections above.

ITEM	EQUIPMENT TYPE	ANNUAL with Inspection	ANNUAL with NO Inspection	5-YEAR with Inspection	5-YEAR with NO Inspection	Callback witnessing
1	ELECTRIC	\$190.00	\$285.00	\$200.00	\$380.00	\$95.00 Per hour
2	HYDRAULIC	\$95.00	\$190.00	N/A	N/A	\$95.00 Per hour
3	ESCALATOR	\$285.00	\$380.00	N/A	N/A	\$95.00 Per hour
4	MOVING WALK	\$285.00	\$380.00	N/A	N/A	\$95.00 Per hour

* The initial rate for witnessing of tests on elevators, escalators and moving walks is assuming three hour inspections, it is billed at the rate of \$95.00 per hour thereafter. Hourly rates are billed at one (1) hour minimum then partial hours thereafter in quarter hour segments, per inspection, per day.

INSPECTION FEES (New construction and alteration) Rate increase effective 10/01/2015

Inspection service fees for inspections required for new construction and alteration/modernization, generally applicable to equipment owned by the County (or other Government entities under contract) only. The base inspection fee is based upon hourly costs for all new construction.

ITEM	INSPECTION TYPE	INSPECTION DESCRIPTION	EQUIPMENT TYPE	INITIAL FEE	FOLLOW-UP INSPECTION
1	S4	Construction	ELECTRIC	\$95.00 Per hour	\$95.00 Per hour
2	S4	Construction	HYDRAULIC	\$95.00 Per hour	\$95.00 Per hour
3	S4	Construction	ESCALATOR	\$95.00 Per hour	\$95.00 Per hour
4	S4	Construction	MOVING WALK	\$95.00 Per hour	\$95.00 Per hour
5	S4	Construction	All OTHER Equipment Types	\$95.00 Per hour	\$95.00 Per hour
6	S6	Alteration	All OTHER Equipment Types	\$95.00 Per hour	\$95.00 Per hour
7	S8	Temporary Operating Permit Inspection	All Equipment Types	\$95.00 Per hour	\$95.00 Per hour

Hourly rates are billed at one (1) hour minimum then partial hours thereafter in quarter hour segments, per inspection, per day.

INSPECTION FEES (for Repair Permits)

Generally applicable to equipment owned by County (or other Government entity under contract).

ITEM	INSPECTION TYPE	INSPECTION DESCRIPTION	INITIAL FEE	PER HOUR FEE
1	R1	Repair	\$95.00 Per hour	\$95.00

Hourly rates are billed at one (1) hour minimum then partial hours thereafter in quarter hour segments, per inspection, per day.

SCHEDULE OF FINES

Applicable to all owners, Public and Private

In accordance with the Florida Statutes Chapter 399, Florida Administrative Code 61C-5 and Chapter 30 of the Florida Building Code, the Office of Elevator Safety may impose fines of up to \$1,000 for certain violations of the Statute and of various codes. The following fine schedule will be followed as a guideline, and the Office of Elevator Safety reserves the right to impose such fines after the determination of a violation, by issuance of a civil summons or by administrative action.

Item	Violation	Cite	Fine 1 st Offense	Fine 2 nd Offense	Fine 3 rd or More Offenses, Each
1	Performing work without a permit	399.105	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
2	Operating equipment without a Certificate of Operation	399.07(5)	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
3	Operating equipment without a current Certificate of Operation	399.07(1)	\$50.00 (004)	\$150.00 (005)	\$250.00 (006)
4	Operating equipment without a current Certificate of Operation, older than one (1) year	399.07(1)	\$500.00 (007)	\$750.00 (008)	\$1,000.00 (009)
5	Refusal to allow County inspector access to equipment for inspection.	399.049(1)(d)	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
6	Failure to properly maintain equipment, as required by law.	399.02(5)(b)	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
7	Failure to correct violations as required by law	399.105	\$250.00 (004)	\$500.00 (005)	\$1,000.00 (006)
8	Operating equipment without a valid inspection, or with reported violations	399.061	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
9	Refusal to obey a lawful order of compliance, issued by OES.	399.105	\$250.00 (007)	\$500.00 (008)	\$1,000.00 (009)
10	Failure to obtain final inspection for permitted work	399.05(5)(a)	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
11	Failure to report an accident	399.125	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
12	Late submittal of inspection report	399.049	\$100.00 (004)	\$500.00 (005)	\$1,000.00 (006)
13	Release of equipment for operation by public without a valid Certificate of Operation	399.105	\$500.00 (010)	\$750.00 (011)	\$1,000.00 (012)
14	Failure to maintain operation of equipment as required by code* (elevators serving 3 or more floors or 25' or more)	399.035 (2)	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
15	Falsification of inspection report	399.049	\$250.00 (007)	\$500.00 (008)	\$1,000.00 (009)
16	Falsification of code required tags or labels.	399.049	\$250.00 (010)	\$500.00 (011)	\$1,000.00 (012)
17	Falsification of Permit or Certificate of Operation	399.049	\$250.00 (013)	\$500.00 (014)	\$1,000.00 (015)
18	Disabling or vandalizing a safety device	399.11	\$250.00 (001)	\$500.00 (002)	\$1,000.00 (003)
19	Performing work or inspection without a valid license.	399.11	\$250.00 (004)	\$500.00 (005)	\$1,000.00 (006)
20	Failure to maintain or report a change in maintenance contract.	399.061	\$250.00 (004)	\$500.00 (005)	\$1,000.00 (006)

- * For the purposes of this schedule of fines, “the code” is as defined in Chapter 399 of the Florida Statutes, the Florida Building Code, and in the Florida Administrative Code 61C-5, all of which adopt the American Society of Mechanical Engineers (ASME) A17.1a – 2004(2005 addendum), the NFPA 70-2005 - National Electric Code, ASME A17.2- 2000, and the ASME A17.3- 1996, and the Americans with Disabilities Act (ADA).
- The imposition of a progressive schedule of fines for repetitive offenses is rolled back after one year following the last violation, if there are no additional violations.
- All fines must have a ten dollar (\$10.00) surcharge added pursuant to County Ordinance No. 99-55.
- Additional repeat violations may be imposed if no action is taken after twenty (20) working days.
- Appeals to these fines may be subject to additional fees and court costs, as determined by the hearing officer.
- Fines are due and payable in U.S. Funds, by check only made payable to the Miami-Dade County Clerk of Court, within twenty (20) working days following the imposition of the fine by issuance of a ticket or by administrative order of the Miami-Dade County Office of Elevator Safety.