Memorandum

MIAMI-DADE COUNTY

Date:	November 30, 2004
To:	Members, Board of County Commissioners
From:	Honorable Chairperson Barbara Carey-Shuler, Ed.D.
Subject:	**Office of Intergovernmental Affairs**

Agenda Item No. 5(B)(2)

As part of the budget process, the Office of Intergovernmental Affairs ("Office") was transferred from reporting to the Mayor to being an independent office with the Mayor's Office and Board of County Commissioners having equal access. This memorandum identifies some of the issues related to this transfer.

This memorandum is a companion to several items on the November 30 agenda, including (i) an ordinance for first reading creating the Office of Intergovernmental Affairs; (ii) a resolution that expresses an intent to create the Office; (iii) the federal and state legislative packages for 2005; and (iv) requests to advertise for new lobbying consultants at the federal and state levels.

I. Staffing and budget

There are currently seven positions in the Office. The current budget for the Office is set forth in Attachment A. Roman Gastesi is currently serving as Director. Mr. Gastesi would continue in the role of director until a new director is selected. A new director would be selected pursuant to the process included in the ordinance creating the Office. Further, all current staff should remain in place until at least such time as a new director is chosen, then the new director will staff the Office. The ordinance calls for the Board to have no less than three (3) applicants for the position of director by January 31, 2005.

II. Current contract lobbyists

Attached is a list of all contract lobbyists, including both prime and subconsultants, with which the County currently has contracts at both the federal and state levels. See Attachment B. All of the federal and state lobbying contracts are set to expire on or about January 31, 2005. There is a two-year renewal option remaining on each contract that may be exercised in the County's sole discretion. The Board gave the County Manager the authority to exercise the renewal option when the contracts were approved in 2003. See R-63-03; R-65-03.

III. New RFQ process

There is a request to advertise for new federal and state lobbying contracts on the November 30 Board agenda. The Board should consider having new federal and state lobbying contracts take effect October 1, 2005 to coincide with the County fiscal year. The RFQs would provide for one year contracts with three (3) one-year renewal options. A timeline for the RFQ process to ensure Board approval by October 1, 2005 will be provided to the Board under separate cover.

IV. Extension of existing lobbying contracts

In order to allow time for an RFQ process, we should consider giving each current contract lobbyist the opportunity to agree to extend his or her contract to September 30, 2005, rather than exercising the full two (2) year renewal option. The County Manager has the authority under the existing contracts and accompanying resolutions to make a written request of each contract lobbyist that he or she agree to extend the contract for eight (8) months rather than the full two (2) year renewal. Such an extension would be under the same terms and conditions as the existing contracts, payments to be on a pro-rata monthly basis. An eight (8) month extension would allow time for the RFQ process to be completed and synchronize the contracts with the County fiscal year. The contracts currently provide for a 30-day termination provision by the County with or without cause and this provision would be carried over to the 8-month extension.

V. 2005 federal and state legislative packages

Proposed federal and state legislative packages for 2005 will be on the agenda for the November 30 Board meeting. The 109th Congress is scheduled to begin on January 3, 2005, and the Florida Legislature has begun holding committee meetings leading up to its regular session that begins March 8, 2005.

VI. Report on ways to improve the Office

The Intergovernmental Affairs Director and a former member of the office, Lyn Harris, have agreed to prepare a report for the last Board meeting in January outlining ways in which the effectiveness of the Office can be improved.

cc: George M. Burgess, County Manager
Robert A. Ginsburg, County Attorney
Roman Gastesi, Director, Office of Intergovernmental Affairs
Jess McCarty, Assistant County Attorney
Lyn Harris, MDTA

BOARD OF COUNTY COMMISSIONERS
Intergovernmental Affairs (November 16, 2004 -September 30, 2005)
(Fund 100, Subfund 104, Project 10-4136)

Revenues:	**FY 2004-05**
Transfer from Countywide General Fund	$80,000
Transfer from Unincorporated Municipal Service Area General Fund	38,000
Support from Aviation	55,000
Support from Building	28,000
Support from Building Code Compliance	32,000
Support from Environmental Resource Management	78,000
Support from Seaport	32,000
Support from Solid Waste	55,000
Support from Water and Sewer	78,000
Total	$476,000

Expenditures:	
Salaries	$322,000
Fringes	72,000
Operating	82,000
Total	$476,000

Budget as adopted by the Board of County Commissioners on September 23, 2004
Ordinance No. 04-171

ATTACHMENT B

FEDERAL CONTRACTS*

Greenburg Traurig, P.A.	Contract No. Q50A	$200,000
Barbour Griffith & Rogers, Inc. Barreto, Cunningham, May, Dudley & Maloy	Contract No. Q50B	$200,000
Alcalde & Fay	Contract No. Q50C	$200,000
Foley and Lardner	Contract No. Q50D	$200,000
Sandler, Travis & Rosenberg, P.A. Shaw Pittman, L.L.P.	Contract No. Q50E	$135,000
Jefferson Government Relations, LLC Genovese Joblove & Battista, P.A. Arthur R. Collins	Contract No. Q50F	$115,000
The MWW Group	Contract No. Q50G	$100,000
Global USA, Inc.	Contract No. Q50H	$25,000

* **Prime**, Subconsultant

STATE CONTRACTS*

Contract No. Q51A $250,000

Prime:
Ronald L. Book, P.A. (Ronald L. Book, Katherine T. Johnson, Kelly C. Mallette)

Subconsultants:
Becker & Poliakoff (Yolanda Cash Jackson, Bernie J. Friedman, Michelle Lorenzo Palacio)

Gomez Barker, P.A. (Fausto B. Gomez, Manuel (Manny) Reyes)

The Moya Group (Christopher R. Moya)

Pittman Law Group (Sean A. Pittman)

STATE CONTRACTS (cont'd)

Contract No. Q51B $120,000

Prime:
Rutledge, Ecenia, Purnell & Hoffman, P.A. (Stephen A. Ecenia, Margaret A. Menduni, Gary R. Rutledge, M. Lane Stephens)

Subconsultant:
Dutko Poole McKinley (Georgia F. McKeown, Willliam T. McKinley, Van B. Poole, W. James Wilson)

Contract No. Q51C $150,000

Prime:
Pennington, Moore, Wilkinson, Bell & Dunbar, P.A. (Douglas S. Bell, Samuel P. Bell, Mark K. Delegal, Marc W. Dunbar, Martha J. Edenfield)

Subconsultants:
The Harrell Group (Michael P. Harrell)
Johnson & Associates (Jon E. Johnson, Travis W. Blanton)

Contract No. Q51D $205,000

Prime:
Steel Hector & Davis, LLP (James B. Krog, Jorge L. Lopez, Sean C. Stafford, Jeffrey L. Whitson)

Subconsultants:
Tew Cardenas L.L.P. (Alberto R. Cardenas)

* All individuals registered with the State of Florida as contract lobbyists for Miami-Dade County are listed in parenthesis.