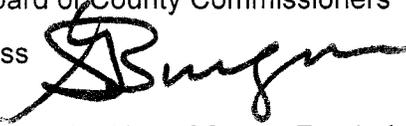


# Memorandum



**Date:** March 6, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager 

**Subject:** Resolution Approving the Use of Surtax Funds for Various Purchase Orders Issued by Miami-Dade Transit for Capital Improvements, Maintenance and Operations in Support of the People's Transportation Plan for the Months of June, July, August, September and October 2006

Agenda Item No. 8(J)(1)(E)

## RECOMMENDATION

It is recommended that the Board approve the attached resolution approving the use of Surtax Funds for various purchase orders issued by Miami-Dade Transit (MDT) for capital improvements, maintenance and operations in support of the expanded transit service provided as part of the People's Transportation Plan (PTP) for the months of June, July, August, September and October 2006. The Surtax will be charged only for that portion of the costs attributable to the PTP.

## BACKGROUND

Attached are four lists of purchase orders (Attachments A, B, C and D) administered by MDT for capital improvements, maintenance and operations of various MDT facilities and general operational needs. Attachments A, B and D are purchase orders emanating from projects either in the original Exhibit 1 of the PTP (Ordinance No. 02-116) or Exhibit 1 as amended by the Miscellaneous Capital Improvement Projects (Resolution No. R-1154-03).

Attachment C is a listing of small purchase orders and are handled by distribution through an allocation model. As you know, this allocation model allows MDT to express its total operational costs in a "cost per mile" dollar figure for each of its four modes of transportation (Metrorail, Metromover, Metrobus and Special Transportation Services). This cost per mile indicates the "real cost" to the department, capturing all administrative, contract, labor and other departmental costs, to operate each mile of service run by the four modes that comprise our transit system. This allocation model provides a formula that has been used by MDT since the 1980's. While the specific model is not uniform throughout the country, it is a standard practice to arrive at a cost per mile per mode. It must be noted that this cost per mile is independent of the funding source; the cost per mile is the same for a new mile funded out of Surtax revenues vs. an existing mile funded out of the other MDT operating revenues. The formula was derived from a thorough review of MDT's total activities and assigns differing weights to the agency's expenditures. The allocation model assigns costs incurred by MDT as appropriate, charging either entirely to a single mode or distributing a cost across multiples modes. Once all direct and related costs for operating all modes are condensed into the allocation formula, the model determines a dollar figure that gives us a fully allocated cost for operating each mile by each mode. This "real" cost per mile does not distinguish between the various funding sources that contribute to MDT's budget. The cost per mile for each of the four modes can vary from year to year and is based on the department's approved budget for that year.

Listings in Attachment C support the needs of the entire department and are, therefore, necessary to also support the expanded operations associated with the implementation of the PTP to the extent that there is a direct correlation between the expenditure and the expanded service.

Because of the mechanics of the distribution of these costs through the allocation formula, it is possible that the Surtax could be used towards payment for a portion as small as .001% of any one of these purchase orders. Although some of these purchase orders may not be paid for by Surtax funds at all, MDT was advised by the County Attorney's Office that it was preferable to compile this listing for Board and CITT approval in the event that the mechanics of the distribution of these costs at some point utilizes Surtax funds for these purchases. For the purchase orders listed in Attachment C, the Surtax will be charged only for that portion of the department's costs directly and clearly attributable to the PTP based on the expanded transit service.

The purchase orders in Attachments A B and D differ from that of Attachment C. These are projects carried out pursuant to either the original Exhibit 1 of the PTP (Ordinance No. 02-116) or Exhibit 1 as amended by Resolution No. R-1154-03, which amended the PTP to include a listing of Miscellaneous Capital Improvement Projects (Attachment A) including station refurbishments and various facilities upgrades, among other items. For the project listed in Attachment A, miscellaneous capital construction contracts were established to allow departments expedited access to contracts for construction related services and emergency needs (R-299-02). For the project listed in Attachment B, MDT has accessed the Equitable Distribution Program (EDP) Consultant Pool (approved by the Board through Resolution R-631-01 and later superseded by Resolution No. R-667-03) for design services for Metromover and Metrorail escalators. The EDP provides a process to equitably distribute architectural, engineering and landscape architectural (A/E) assignments for projects with an estimated construction cost of less than \$1 million. As is the case with the Miscellaneous Construction Contracts, the County uses the EDP Contracts in order to expedite project implementation. These design and engineering services were a necessary component of the Metromover and Metrorail escalator replacement listed in resolution No. R-1154-03. For Attachment D, this commodity was purchased for use for the approved Paint Facilities project incorporated into the Miscellaneous Capital Improvement Projects listing. In accordance with Exhibit 1 or Exhibit 1 as amended, the full value of the purchase orders for the month of July, 2006, in Attachments A & B, and the month of August 2006, will be charged to the Surtax.

Please note that some line items included in these purchase order reports may include items procured for emergency events, which are ordered and received prior to the submittal of requisitions and preparation of purchase orders confirming the purchase. As a result, certain line items may cover purchases outside of the month in which they are reported.

### **FISCAL IMPACT**

Purchase orders listed in Attachments A, B, C and D are part of MDT's operating and capital needs and are in both the Pro Forma and MDT's yearly budget.

For Attachment C, the Surtax will be charged only for that portion of the department's costs clearly attributable to the PTP as a result of the expanded service. For the months of June, July, August and September 2006, PTP services will represent approximately 29% of MDT expenditures for operations and maintenance. When this percentage is applied to the purchase orders in Attachment C, the total charge to the Surtax is approximately \$12,379.65.

The projects and small purchase order listed in Attachments A, B and D were carried out pursuant to either Exhibit 1 of the PTP or the subsequent Resolution No. R-1154-03, which amended Exhibit 1 of the PTP to include a listing of Miscellaneous Capital Improvement Projects. In accordance with this amendment, the full value of the purchase orders in Attachments A, B and D, totaling \$126,661.25, \$112,990.00, and \$425.00 respectively, will be charged to the Surtax.

  
\_\_\_\_\_  
Assistant County Manager

2/2/07  
\_\_\_\_\_  
Date



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**DATE:** March 6, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Agenda Item No. 8(J)(1)(E)

Please note any items checked.

- \_\_\_\_\_ **"4-Day Rule" ("3-Day Rule" for committees) applicable if raised**
- \_\_\_\_\_ **6 weeks required between first reading and public hearing**
- \_\_\_\_\_ **4 weeks notification to municipal officials required prior to public hearing**
- \_\_\_\_\_ **Decreases revenues or increases expenditures without balancing budget**
- \_\_\_\_\_ **Budget required**
- \_\_\_\_\_ **Statement of fiscal impact required**
- \_\_\_\_\_ **Bid waiver requiring County Manager's written recommendation**
- \_\_\_\_\_ **Ordinance creating a new board requires detailed County Manager's report for public hearing**
- \_\_\_\_\_ **Housekeeping item (no policy decision required)**
- \_\_\_\_\_ **No committee review**

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(J)(1)(E)  
03-06-07

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING THE USE OF SURTAX FUNDS FOR VARIOUS PURCHASE ORDERS ISSUED BY MIAMI-DADE TRANSIT (MDT) FOR CAPITAL IMPROVEMENTS, MAINTENANCE AND OPERATIONS IN SUPPORT OF THE PEOPLE'S TRANSPORTATION PLAN (PTP) FOR THE MONTHS OF JUNE, JULY, AUGUST, SEPTEMBER AND OCTOBER 2006

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the use of Surtax Funds for various Purchase Orders issued by Miami-Dade Transit (MDT) for capital improvements, maintenance and operations in support of the People's Transportation Plan (PTP) for the months of June, July, August, September and October 2006, in substantially the form attached hereto and made a part hereof.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman  
Barbara J. Jordan, Vice-Chairwoman  
Jose "Pepe" Diaz  
Carlos A. Gimenez  
Joe A. Martinez  
Dorin D. Rolle  
Katy Sorenson  
Sen. Javier D. Souto  
Audrey M. Edmonson  
Sally A. Heyman  
Dennis C. Moss  
Natacha Seijas  
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of March, 2007. This resolution shall become effective as follows: (1) ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board, and (2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

MIAMI-DADE COUNTY, FLORIDA BY  
ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney  
as to form and legal sufficiency.

Bruce Libhaber



**ATTACHEMENT A**  
**MIAMI-DADE TRANSIT**  
**PURCHASE ORDER REPORT – MISCELLANEOUS CONSTRUCTION CONTRACT**  
**PEOPLE'S TRANSPORTATION PLAN -100% SURTAX FUNDED PROJECTS**  
**JULY 2006**

ADPICS PO#	DATE	REQ NO	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
POMT0600809	07/17/2006	5-72684-EHT	DEMOLITION MASTER	<p>COMPLETE DEMOLITION OF TWO BUILDING STRUCTURES LOCATED AT 3701 NW 37TH AVENUE (PARCEL 134) AND 3685 NW 36TH STREET (PARCEL 135) FOR THE MIC/EARLINGTON HEIGHTS METRORAIL EXTENSION.</p> <p>WORK INCLUDES: DEMOLISHING THE BUILDING STRUCTURES AND SUBSURFACE FOUNDATIONS, REMOVE EXISTING TREES AND SHRUBS, LEVEL AND SCARIFY UNPAVED AREAS AND INSTALL/REESTABLISH 6 FT CHAIN LINK FENCE ON EACH PARCEL.</p> <p>THE DEMOLITION COST OF PARCEL 135 IN THE AMOUNT OF \$99,168.75 WILL BE REIMBURSED TO THE COUNTY BY MDX (INTERLOCAL AGREEMENT BETWEEN MDX AND MDC IS BEING PRESENTED TO THE BOARD UNDER SEPARATE COVER)</p> <p>THE DEMOLITION COST OF PARCEL 134 IN THE AMOUNT OF \$126,661.25 IS TO BE FUNDED AS PART OF THE MIC-EHT PROJECT.</p>	\$225,830.00	MDT PLANNING AND ENGINEERING
				<p>MDX REIMBURSEMENT  <u>SURTAX FUNDING</u></p> <p>TOTAL CONTRACT AMOUNT</p>	<p>\$ 99,168.75  <u>\$126,661.25</u></p> <p>\$225,830.00</p>	

**ATTACHEMENT B**  
**MIAMI-DADE TRANSIT**  
**PURCHASE ORDER REPORT – EQUITABLE DISTRIBUTION PROGRAM (EDP)**  
**PEOPLE'S TRANSPORTATION PLAN -100% SURTAX FUNDED PROJECTS**  
**JULY 2006**

WORK ORDER #	DATE	REQ NO	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
EDP-MT-SR-TR05-MV5	07/6/2006	N/A	H.J. ROSS ASSOCIATES, INC.	DESIGN SERVICES FOR THE METROMOVER ESCALATOR COVERS AND ESCALATOR REPLACEMENT  *Please note that this project is funded in part by a Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT), approved by the Board through Resolution No. R-421-06. Therefore, half of the eligible total project costs will be reimbursed by the State once all charges are processed by FDOT.	\$112,990.00	MDT PLANNING & ENGINEERING
				<b>TOTAL AMOUNT (100% SURTAX FUNDED PROJECTS):</b>	<b>\$112,990.00</b>	

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**ATTACHMENT C**  
**MIAMI-DADE TRANSIT**  
**SMALL PURCHASE ORDER REPORT**  
**For the Months of June, July, August, September and October 2006**

ADPICS PO#	DATE	EAM Requisition	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
POMT0600708	6/7/2006	36939	Ergometrics & Applied Personnel Research	Annual software license agreement for "START" program for the period covering 11/15/05 to 11/15/06.  The "START" program will provide materials for Transit Operator Testing & Training System for Metrobus and Metrotrail operators. Due to the PTP implementation, additional operators have been hired, resulting in increased testing and training.	\$10,000.00	Human Resources
POMT0600710	6/7/2 006	40806	Interclean Equipment Inc.	8 solenoid valves at \$94.04 ea  This is the repair of train wash chemical pumping equipment at the William Lehman Facility. Increased Metrotrail service hours and miles, as a result of the PTP, require increased wash intervals.	\$752.32	Facilities Maintenance
POMT0600712	6/7/2006	34089	TFD Transit Inc.	Five-day Transit Analysis Training for the Bus Maintenance Control staff to be conducted at the MDT training facility.  The purpose of the training is to provide a baseline of analysis skills for 18 Transit Maintenance Control Production Coordinators (TMPCs) and will focus on MDT's growing needs to identify potential problems early, significantly reducing operations costs and improving vehicle reliability and availability. Due to the PTP implementation, additional Bus Maintenance Control training is now required.	\$6,600.00	Bus Maintenance Control
POMT0600762	7/5/2006	36759	Star Machine & Tool Co.	125 brake lathe bits at \$23.16 ea. 30 brake lathe bits at \$14.24 ea.  Brake lathes are used to cut the drums and brake shoes used on the buses. The expansion of the bus fleet, as a result of the PTP implementation, has resulted in increased use of the cutting bits used to repair and maintain the fleet.	\$3,322.20	Central Warehouse
POMT0600787	7/7/2006	34066	Euclid Products Co. Inc. DBA Main Fare Box Co.	20 dump handle/shaft assemblies at \$25.35 ea.  The expansion of the bus fleet, as a result of the PTP implementation, has increased the need for these items for use on the fare collection equipment for the minibuses.	\$507.00	Central Warehouse

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**ATTACHMENT C**  
**MIAMI-DADE TRANSIT**  
**SMALL PURCHASE ORDER REPORT**  
**For the Months of June, July, August, September and October 2006**

ADPICS PO#	DATE	EAM Requisition	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
POMT0600759	7/13/2006	37550	Cardinal Scale Mfg. Co.	2 bench scales at \$1,175.00 ea. 2 thermal label printers at \$445.00 ea.	\$3,240.00	Finance-Treasury Services
POMT0600950	8/18/2006	43944	Industrial Container Services	This equipment is used to weigh the coins received from the Bus and Rail fare collection. Due to the increase in bus service, rail miles, and fare (coins) collection, as a result of the PTP implementation, existing equipment has to be replaced more frequently. 200 drums at \$23.95 ea.	\$4,790.00	Central Warehouse
POMT0600977	8/25/2006	35960	Hegenscheidt Mfd Corp.	For hazardous waste material, MDT is now required to dispose of oil filters in these drums. The filters will be disposed of and the drums are recyclable. As a direct result of the PTP implementation, use of this commodity for routine maintenance and repairs has increased due to the expansion of the bus fleet. 2 elements at \$1,375.00 ea. Rail Wheel Lathe Machine. This lathe is used to cut and true the steel rail car wheel.	\$2,750.00	Central Warehouse
POMT0600991	9/8/2006	45926	Kershaw Manufacturing Co. Inc.	Due to the increase in Metrorail service hours and miles to meet the PTP, the use of this commodity for routine maintenance and repairs has increased. 4 switch keys at \$19.31 ea.	\$77.24	Central Warehouse
POMT0600995	9/8/2006	220924	National Tool Supply Inc.	The keys are for the Kershaw Tram and 40' flat car used by the Track & Guideway Division for Rail Track Maintenance. Increased service hours, as a result of the PTP implementation, required increased track maintenance. 50 drill bits at \$0.85 ea.	\$42.50	Central Warehouse
				The drill bits are stocked in the warehouse and are issued as needed. As a direct result of the PTP implementation, use of this commodity for routine maintenance and repairs has increased due to the expansion of the bus fleet.		

**ATTACHMENT C**  
**MIAMI-DADE TRANSIT**  
**SMALL PURCHASE ORDER REPORT**  
**For the Months of June, July, August, September and October 2006**

ADPICS PO#	DATE	EAM Requisition	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
POMT0601012	9/8/2006	44928	Contemporary Machinery & Engineering	10 Roughing clamps at \$35.00 ea. For the use in the roughing tool holders used by MDT for the purpose of rough boring transit wheels. The roughing clamps are used to secure the rail wheels. Increased service hours, as a result of the PTP implementation, required increased maintenance.	\$350.00	Central Warehouse
POMT0600990	9/11/2006	43308	Contemporary Machinery & Engineering	Wheel truing machine repair at \$2,282.62 Lathe machine repair at \$4,500.00 Emergency repair needed. The wheel truing machine smooths out the center of the wheel for secure fitting to rail cars. Increased service hours, as a result of the PTP implementation, required increased maintenance.	\$6,782.62	Central Warehouse
POMT0601042	9/21/2006	222403	National Tool Supply Inc.	200 drill bits at \$0.82 ea. The 1/8 "drill bits are stocked in the warehouse and are issued as needed. As a direct result of the PTP implementation, use of this commodity for routine maintenance and repairs has increased due to the expansion of the bus fleet.	\$164.00	Central Warehouse
POMT0700014	10/12/2006	51504, 48163	Star Machine & Tool Co.	100 bits at \$23.16 ea. 40 bits at \$14.24 ea. Stock parts for the brake lathe machine. Brake lathes are used to cut the drums and brake shoes used on the buses. The expansion of the bus fleet, as a result of the PTP implementation, has resulted in increased use of this commodity.	\$2,885.60	Central Warehouse
				<b>TOTAL:</b>	<b>\$42,688.48</b>	
				<b>SURTAX PORTION (APPROXIMATELY 29%):</b>	<b>\$12,379.65</b>	

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**ATTACHEMENT D**  
**MIAMI-DADE TRANSIT**  
**SMALL PURCHASE ORDER REPORT**  
**PEOPLE'S TRANSPORTATION PLAN -100% SURTAX FUNDED PROJECT**  
**AUGUST 2006**

WORK ORDER #	DATE	REQ NO	VENDOR	DESCRIPTION	TOTAL \$AMOUNT	DIVISION
POMT0600917	8/11/2006	47181, 45037	Stein Paint Co.	5 blackout, water based paint at \$42.50 ea. 5 traffic, latex paint at \$42.50 ea. This commodity will be used to complete the Paint Facilities Project which is one of the PTP Miscellaneous Capital Improvement Projects approved by the BCC on October 9, 2003.	\$425.00	Metrorail Storeroom
				<b>TOTAL AMOUNT (100% SURTAX FUNDED PROJECT):</b>	<b>\$425.00</b>	