

MEMORANDUM

B & F

Agenda Item No. 2P

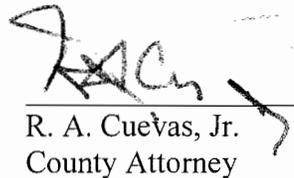
TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: October 14, 2008

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Resolution directing Mayor
to provide greater efficiency
and accountability in
procurement by
establishing deadlines and
reporting requirements

The accompanying resolution was prepared and placed on the agenda at the request of
Prime Sponsor Commissioner Rebeca Sosa.



R. A. Cuevas, Jr.
County Attorney

RAC/bw



MEMORANDUM
(Revised)

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

DATE: November 20, 2008

FROM: 
R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No.

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.
11-20-08

RESOLUTION NO. _____

RESOLUTION DIRECTING THE COUNTY MAYOR OR THE MAYOR'S DESIGNEE TO PROVIDE GREATER EFFICIENCY AND ACCOUNTABILITY IN PROCUREMENT BY ESTABLISHING DEADLINES AND REPORTING REQUIREMENTS RELATING TO THE PROCUREMENT PROCESS

WHEREAS, the County's procurement process involves a number of different steps requiring the participation of various County departments; and

WHEREAS, understanding the flow of those activities and the efficiency with which they are performed by the different participants will improve the County's procurement practices and ultimately result in greater transparency and significant savings; and

WHEREAS, Administrative Order 3-38 currently governs the County's processes for the purchase of goods and services,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. The County Mayor or the Mayor's designee is hereby directed to report to the Board, not later than 180 days following the date of this resolution, the processes and participants involved in the procurement process, commencing with the existence of the need in the user department and ending with contract award. The report shall at a minimum, contain a flow chart of activities involved, which activities are on the critical path, identify the different departments involved, and state, based on available

data, the amount of time each activity currently takes. This report shall also contain proposed improvements to the existing process and identify any additional resources necessary to accomplish those improvements.

Section 2. The County Mayor or the Mayor's designee shall, at the same time, propose for approval by this Board a new implementing order, based on existing Administrative Order 3-38, which sets forth deadlines by department for the completion of the critical activities identified in the report and requires that for each procurement the County Mayor or the Mayor's designee shall report any activities that are not met by the proposed deadlines in the recommendation for appropriate action on the procurement.

The Prime Sponsor of the foregoing resolution is Commissioner Rebeca Sosa. This 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	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

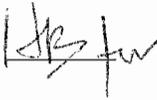
The Chairperson thereupon declared the resolution duly passed and adopted this 20th day of November, 2008. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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.



Oren Rosenthal