



MEMORANDUM

Agenda Item No. 11(A)(5)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: November 15, 2011

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

SUBJECT: Resolution directing County Mayor to review County's process for small purchases under \$10,000.00 and process for leasing County vehicles in order to recommend changes to such processes that would make purchasing and leasing more efficient and that would save taxpayer dollars, and to submit written report to this Board on such results and recommendation within 60 days of effective date of this resolution

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/cp

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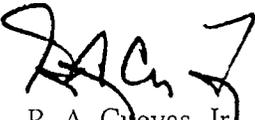


MEMORANDUM

(Revised)

TO: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

DATE: November 15, 2011

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

SUBJECT: Agenda Item No. 11(A)(5)

Please note any items checked.

- "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
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(5)
11-15-11

RESOLUTION NO. _____

RESOLUTION DIRECTING COUNTY MAYOR OR MAYOR'S DESIGNEE TO REVIEW COUNTY'S PROCESS FOR SMALL PURCHASES UNDER \$10,000.00 AND PROCESS FOR LEASING COUNTY VEHICLES IN ORDER TO RECOMMEND CHANGES TO SUCH PROCESSES THAT WOULD MAKE PURCHASING AND LEASING MORE EFFICIENT AND THAT WOULD SAVE TAXPAYER DOLLARS, AND TO SUBMIT WRITTEN REPORT TO THIS BOARD ON SUCH RESULTS AND RECOMMENDATION WITHIN 60 DAYS OF EFFECTIVE DATE OF THIS RESOLUTION

WHEREAS, it is a stated policy of Miami-Dade County to obtain the best value for the taxpayers' dollars; and

WHEREAS, in these difficult economic times, it is imperative that the County obtain the lowest possible price for all purchases of goods and services, and in particular, small purchases under \$10,000.00 and the leasing of County vehicles; and

WHEREAS, this Board previously approved Resolution No. R-737-09, which granted members of the Board of County Commissioner the authorization and flexibility to seek out the most competitive price for goods and services not exceeding \$10,000.00 and to make such purchases with discretionary spending account and office budget funds without having to comply with the requirements of Administrative Order 3-38 or the Department of Procurement Management's Guidelines; and

WHEREAS, the County has a duty and obligation to review its procurement and purchasing processes with respect to small purchases under \$10,000.00 and the leasing of

County vehicles that are made by the County administration using other County funds in order to ensure that taxpayers' are obtaining such goods and services at the lowest possible price,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board hereby directs the County Mayor or Mayor's designee to review the County's processes for making small purchases under \$10,000.00 and for leasing County vehicles in order to recommend changes to such processes that would make the purchasing of goods and services under \$10,000.00 and the leasing of County vehicles more efficient and that would save taxpayer dollars, and directs the County Mayor or Mayor's designee to submit a written report to this Board with the results of such review and the Mayor's or Mayor's designee's recommendation within sixty (60) days of the effective date of this resolution.

The Prime Sponsor of the foregoing resolution is Commissioner Rebeca Sosa. It 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:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Esteban L. Bovo, Jr.	Jose "Pepe" Diaz
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 15th day of November, 2011. 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.



Monica Rizo