



**BOARD OF COUNTY COMMISSIONERS
OFFICE OF THE COMMISSION AUDITOR**

M E M O R A N D U M

TO: Honorable Chairwoman Rebeca Sosa,
and Members, Board of County Commissioners

FROM: Charles Anderson
Commission Auditor

A handwritten signature in black ink, appearing to read "Charles Anderson", is written over the printed name and title.

DATE: May 6, 2014

SUBJECT: Supplement to Board Directives

In addition to the Board Directives Quarterly Report ending March 31, 2014, attached is *Supplemental Information* reflecting actions taken from April 1, 2014 through April 18, 2014.

Attachment

Board of County Commissioners
Directives Report
(Supplement)

This is supplemental information to the quarterly report ending March 31, 2014, showing an additional 22 board directives that were completed after the reporting period (April 1st and April 18th, 2014).

The directives database is maintained by the Clerk of the Board and updated by the responsible department. As part of our review process, the Office of the Commission Auditor verifies the accuracy of status details associated with directives and refers to designated assignees for appropriate action(s), if necessary.

Assigned to	Completed
HUDAK, Alina	6
IGLESIAS, Chip	1
MARQUEZ, Ed	10
MARTINEZ, Lisa	1
OSTERHOLT, Jack	4
TOTAL	22

**Please note that some due dates were adjusted after the original report was released.*

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
11A5 120794 UBD INFILL STUDY	BCC 6/5/2012	Edmonson	Jack Osterholt	4/19/2014	Complete – Closed 4-10-14 This report was provided via electronic correspondence from the Mayor's account.
INSTRUCTIONS: DIRECTING COUNTY MAYOR OR DESIGNEE TO CONDUCT AN ANALYSIS OF OPPORTUNITIES FOR INFILL DEVELOPMENT WITHIN THE URBAN INFILL AREA					
11A2 122332 CREATION OF ANIMAL SERVICES ADVISORY BOARD	BCC 1/23/2013	Heyman	Alina Hudak	4/30/2014	Complete – Closed 4-10-14 The director provided a status report at April PSAS Committee and the agenda item for the foundation is on April Committee/May BCC for approval.
INSTRUCTIONS DIRECTING THE MAYOR OR DESIGNEE TO DEVELOP LEGISLATION CREATING ANIMAL SERVICES ADVISORY BOARD					
11A1 131470 UNIVERSITY ECONOMIC IMPACT	BCC 7/2/2013	Bell	Jack Osterholt	4/17/2014	Complete – Closed 4-10-14 This report was provided via electronic correspondence from the Mayor's account
INSTRUCTIONS DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO CONDUCT A STUDY ON THE ECONOMIC IMPACT OF COLLEGES AND UNIVERSITIES LOCATED IN MIAMI-DADE COUNTY ON THE ECONOMY OF MIAMI-DADE COUNTY [SEE ORIGINAL ITEM UNDER FILE NO. 131109]					
3E 131539 MEMORANDUM OF UNDERSTANDING	FC 8/27/2013	Heyman	Ed Marquez	9/17/2013	Complete – Closed 4-14-14 A brief memorandum regarding inquiries related to credit and collections was transmitted by the Mayor to the Board 4/14/14. The memo briefly addressed the suggestion raised by Commissioner Sally Heyman (DocTrack 256498).
INSTRUCTIONS COMMISSIONER HEYMAN ASKED MR. LARS SCHMEKEL, INFORMATION TECHNOLOGY DEPARTMENT DIVISION DIRECTOR, TO LINK THE CREDIT COLLECTION UNIT'S COMPUTER SYSTEM WITH OTHER COUNTY DEPARTMENTS COLLECTING FEES, NOTING THAT PURSUANT TO A COUNTY ORDINANCE, THE COUNTY SHOULD NOT DO BUSINESS OR ISSUE PERMITS TO ANYONE WHO WAS IN VIOLATION, LITIGATION OR DEBT WITH THE COUNTY.					
11A15 131337 PREPARE A REPORT RE PERMITTING AND INSPECTION PROCESSES	BCC 9/4/2013	Sosa	Jack Osterholt	5/3/2013	Complete – Closed 4-10-14 This report was circulated via electronic correspondence from the Mayor's account
INSTRUCTIONS DIRECTING THE MAYOR OR DESIGNEE TO PREPARE A REPORT WITHIN NINETY (90) DAYS OUTLINING THE BEST METHODOLOGY AND IMPLEMENTATION SCHEDULE TO STREAMLINE AND ENHANCE THE EFFICIENCY, CUSTOMER SERVICE, AND ACCOUNTABILITY OF THE MIAMI-DADE COUNTY PERMITTING AND INSPECTION PROCESSES					
11A14 131833 PUBLIC PAY PHONES AT CERTAIN COUNTY LOCATIONS	BCC 11/5/2013	Souto	Ed Marquez	2/28/2014	Complete – Closed 4-14-14 03/17/14 MM- Staff from the Information Technology Department prepared a report regarding the status of payphone on County-owned land, which was transmitted by the Mayor to the Board on 4/10/14.
INSTRUCTIONS DIRECTING MAYOR OR MAYOR'S DESIGNEE TO REPORT TO THE BOARD REGARDING THE PAYPHONES ON COUNTY-OWNED LAND(This directive was automatically generated on 11/05/2013 from Legistar)					
11A7 131610 CUBAN EXILE MUSEUM	BCC 11/5/2013	Edmonson	Ed Marquez Lisa Martinez	2/4/2014	Complete – Closed 4-16-14 A detailed report was transmitted by the Mayor to the full Board on 4/16/14.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO UPDATE CONCEPTUAL STUDY ANALYZING DEVELOPMENT OF CUBAN EXILE HISTORY MUSEUM AT PARCEL B OF FEC PROPERTY AND TO EXPAND SUCH STUDY TO INCLUDE OTHER POTENTIAL SITES FOR SUCH PROJECT IN THE SURROUNDING AREA					

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
11A3 131840 DUE DILIGENCE AFFIDAVITS	BCC 1/22/2014	Jordan	Ed Marquez	2/5/2014	Complete – Closed 4-4-14 Procurement staff prepared an affidavit to be used for all solicitations. That affidavit was transmitted to all departments by the Mayor. (DocTrac 262334).
INSTRUCTIONS DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO REQUIRE CERTAIN AFFIDAVITS AS PART OF THE DUE DILIGENCE CONDUCTED BY THE COUNTY WITH RESPECT TO THE RESPONSIBILITY OF POTENTIAL VENDORS AND CONTRACTORS PRIOR TO CONTRACT AWARD(This directive was automatically generated on 01/22/2014 from Legistar)					
11A8 132470 CATTLE SHOW	BCC 1/22/2014	Souto	Ed Marquez	4/1/2014	Complete – Closed 4-18-14 A draft of the RFP was prepared by Procurement staff of ISD, and was reviewed by staff at PROS. The RFP was finalized and therefore this directive would have been completed. There is additional legislation sponsored by Senator Souto that will request additional research and a July 2014 release date. This directive is therefore superseded by the new legislative initiative sponsored by Senator Souto.
INSTRUCTIONS DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO PREPARE A REQUEST FOR PROPOSALS (RFP) TO SELECT A CATTLE SHOW MANAGER IN TIME FOR THE 2015 MIAMI INTERNATIONAL AGRICULTURE, HORSE AND CATTLE SHOW AND TO ADVERTISE THE RFP NO LATER THAN APRIL 1, 2014(This directive was automatically generated on 01/22/2014 from Legistar)					
11A3 132607 INSURANCE COVERAGE FOR HIRE	BCC 2/4/2014	Edmonson	Ed Marquez	2/19/2014	Complete – Closed 4-14-14 Duly noted. Staff from Procurement Management and Risk Management of Internal Services will include the language in any future applicable solicitation. More specifically, this resolution directs the Administration, to incorporate into future Ground Transportation Contracts with private entities the level of insurance coverage required by Section 324-032 Florida statutes to the extent permitted by law, unless the mayor a) determines that a higher level of insurance coverage is necessary, and to the best interest of the County; and b) notifies the Board of County Commissioners in writing prior to the issuance of the solicitation, and explains their rationale.
INSTRUCTIONS DIRECTING THE MAYOR OR THE MAYOR'S DESIGNEE TO INCOPORATE INTO FUTURE GROUND TRANSPORTATION CONTRACVTS WITH PRIVATE ENTITIES INSURANCE COVERAGE REQUIRED BY SECTIIION324-032, FLORIDA STATUTES, UNLESS THE MAYOR DETERMINES THAT A HIGHER LEVEL OF INSURANCE COVERAGE IS NECESSARY AND IN THE BEST INTEREST OF THE COUNTY (This directive was automatically generated on 02/05/2014 from Legistar)					

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
8F1 140032 ISD COMPRESSED NATURAL GAS	BCC 2/19/2014	Sosa	Ed Marquez	3/13/2014	Complete – Closed 4-14-14 03/27/14 MM- This directive pertains to the procurement item for Compressed Natural Gas that has been deferred to no time certain by the Board. The Administration is working with the sponsor of the item, Chairwoman Sosa, and the County Attorney's Office on a solution to move forward. Upon discussions with the Chairwoman and the County Attorney's Office, two requests for proposals have been drafted, one for Transit and the other for PWWM, ISD, and WASD. Those two separate items (3H and 3I) were heard on April 7, 2014 FC meeting, and forwarded to the full Board.
INSTRUCTIONS CHAIRWOMAN SOSA ASKED DEPUTY MAYOR EDWARD MARQUEZ TO PROVIDE THE BOARD WITH A COMPLETE IMPLEMENTATION PLAN BEFORE PROCEEDING WITH THE REQUEST FOR PROPOSAL, NOTING THAT THE PLAN SHOULD 1) ENSURE SUFFICIENT COMPETITION DURING THE SECOND PHASE OF THE PROCUREMENT PROCESS, 2) ADDRESS THE INFRASTRUCTURE REQUIREMENTS OF ALL COUNTY FACILITIES, AND 3) ADDRESS THE POTENTIAL IMPACT TO EACH COUNTY DEPARTMENT.					
1E2 132550 CITT PRESENTATION	TAC 3/12/2014	Bovo, Jr.	Alina Hudak	4/10/2014	Complete – Closed 4-10-14 MDT provided the information as part of their presentation to the April 9 th TAC as requested.
INSTRUCTIONS COMMISSIONER BOVO ASKED DEPUTY MAYOR JACK OSTERHOLT AND THE DIRECTOR OF MIAMI-DADE TRANSIT YSELA LLORT TO PREPARE AND PRESENT A REPORT DETAILING THE ACTUAL NUMBER OF METRO-RAIL AND BUS RIDERS WHO UTILIZE THE GOLDEN AND PATRIOT PASSPORTS PROGRAM AT THE NEXT COMMITTEE MEETING SCHEDULED FOR APRIL 9, 2014.					
11A1 132103 SLOT MACHINE AGREEMENTS WITH PARIMUTUELS	BCC 2/4/2014	Barreiro	Ed Marquez	4/14/2014	Complete – Closed 4-14-14 A report with the information requested in the adopted resolution was transmitted to the Board by the Mayor on 4/10/14 (DocTrack 260868).
INSTRUCTIONS DIRECTING THE MAYOR OR DESIGNEE TO PROVIDE A REPORT TO THE BOARD REGARDING EXISTING SLOT MACHINE AGREEMENTS WITH PARIMUTUELS IN MIAMI-DADE COUNTY(This directive was automatically generated on 02/05/2014 from Legistar)					
11A11 132376 RECOGNIZE PROPERTIES WITH UNUSUALLY HIGH UTILITY USAGE	BCC 2/4/2014	Souto	Alina Hudak Genaro "Chip" Iglesias	6/2/2014	Complete – Closed 4-11-14 WASD has worked with FPL and MDPD on the report which is under review for approval.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO WORK WITH REPRESENTATIVES FROM FLORIDA POWER & LIGHT, THE MIAMI-DADE POLICE DEPARTMENT, AND THE MIAMI-DADE WATER AND SEWER DEPARTMENT TO DEVELOP METHODS TO RECOGNIZE PROPERTIES WITH UNUSUALLY HIGH UTILITY USAGE ON WHICH ILLEGAL ACTIVITIES MAY BE OCCURRING AND TO PREPARE A REPORT TO THE BOARD WITHIN NINETY DAYS ON THE POSSIBLE METHODS (This directive was automatically generated on 02/05/2014 from Legistar)					

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
11A18 132605 CAR SHARING PROGRAM FOR COUNTY VEHICLES	BCC 2/4/2014	Zapata	Ed Marquez	4/14/2014	Complete – Closed 4-16-14 A draft resolution was posted for industry comment, and ISD staff has scheduled meeting with vendors that have questions regarding the draft posting. The item requesting Board authorization to advertise has been submitted for the May 2014 Committee cycle (Leg 140904). Commissioner Zapata's office has been advised that the item was submitted pursuant to R-147-14/Legistar 132605.
INSTRUCTIONS DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO SOLICIT A CAR SHARING PROGRAM FOR COUNTY VEHICLES (This directive was automatically generated on 02/05/2014 from Legistar)					
14A1 140296 NEGOTIATIONS REGARDING PARCELS 1B AND 1C OF AIRPORT CITY	BCC 2/19/2014	Sosa	Jack Osterholt	4/13/2014	Complete – Closed 4-10-14 Addys Kuryla of MDAD provided the requested information via electronic correspondence to Vivian Castro of Chairwoman's Sosa's office.
INSTRUCTIONS CHAIRWOMAN SOSA ASKED DEPUTY MAYOR GENARO "CHIP" IGLESIAS, ASSISTANT COUNTY ATTORNEY DAVID MURRAY AND MR. JOSE RAMOS, DIVISION DIRECTOR OF AVIATION PLANNING TO PROVIDE THE BOARD WITH THE ORIGINAL AIRPORT CITY COMMUNITY IMPACT STUDY, INCLUDING DETAILS AS TO WHO PAID FOR THE STUDY, WHEN THE STUDY WAS COMPLETED, WHAT NEIGHBORHOOD WAS INCLUDED IN THE STUDY, AND A POPULATION ANALYSIS OF THE NEIGHBORHOOD FROM THE ORIGINAL STUDY DATE TO TODAY (2/19).					
8F2 140258 RECOMMENDATION TO REJECT ALL BIDS	BCC 3/18/2014	Jordan	Ed Marquez	4/4/2014	Complete – Closed 4-8-14 03/31/14 MM- Duly Noted. Staff is currently taking steps to increase efficiency while maintaining the integrity of the procurement process. Additionally, staff has prepared legislative changes that would speed up certain procurements by increasing delegated Mayoral authority. These changes will be discussed with Board members to seek sponsorship.
INSTRUCTIONS COMMISSIONER JORDAN ASKED DEPUTY MAYOR ALINA HUDAK TO REVIEW THE PROCUREMENT PROCESS IN AN EFFORT TO PREVENT INEFFICIENCIES AND MISTAKES.					
1F1 140502 MIAMI DADE TRANSIT PRESENTATION	TAC 3/12/2014	Barreiro	Alina Hudak	4/10/2014	Complete – Closed 4-10-14 MDT presented at the April 9 TAC meeting as requested.
INSTRUCTIONS VICE CHAIRMAN BARREIRO ASKED DEPUTY MAYOR JACK OSTERHOLT AND THE DIRECTOR OF MIAMI DADE TRANSIT MS. YSELA LLORT TO INCLUDE AS A PART OF THE STATUS REPORTS REQUESTED BY CHAIRMAN MOSS AN UPDATE ON THE "ALL ABOARD" DOWNTOWN BUS TERMINAL PROPOSAL. CHAIRMAN MOSS REQUESTED THAT THE REPORT REQUESTED BY VICE CHAIRMAN BARREIRO BE PRESENTED AT THE NEXT TRANSPORTATION AND AVIATION COMMITTEE (TAC) MEETING SCHEDULED FOR APRIL 9, 2014.					
1F1 140502 MIAMI DADE TRANSIT PRESENTATION	TAC 3/12/2014	Monestime	Alina Hudak	4/10/2014	Complete – Closed 4-10-14 MDT presented this information at the April 9 TAC as requested. An agreement for Golden Glades will be brought before the Board for approval.
INSTRUCTIONS COMMISSIONER MONESTIME ASKED DEPUTY MAYOR JACK OSTERHOLT AND THE DIRECTOR OF MIAMI DADE TRANSIT MS. YSELA LLORT TO COLLABORATE WITH THE METROPOLITAN PLANNING ORGANIZATION (MPO) IN THE PREPARATION OF A REPORT THAT WOULD NOT ONLY LOOK AT THE CURRENT UTILIZATION OF THE GOLDEN GLADES INTERCHANGE SITE BUT ALSO EXPLORE THE POTENTIAL FUTURE USE OF THE SITE THAT WOULD BE BENEFICIAL TO THE RESIDENTS OF MIAMI-DADE COUNTY. CHAIRMAN MOSS ASKED FOR THE REPORT REQUESTED BY COMMISSIONER MONESTIME BE PRESENTED AT THE NEXT COMMITTEE MEETING SCHEDULED FOR APRIL 9, 2014.					

AGENDA INFO	BODY	REQUESTER	ASSIGNED TO	DUE DATE	STATUS
1F1 140502 MIAMI DADE TRANSIT PRESENTATION	TAC 3/12/2014	Moss	Alina Hudak	5/31/2014	Complete - Closed 4-10-14 MDT and Ansaldo Breda presented the requested information at the April 9 TAC as requested.
<p>INSTRUCTIONS CHAIRMAN MOSS ASKED DEPUTY MAYOR JACK OSTERHOLT AND DIRECTOR OF MIAMI DADE TRANSIT YSELA LLORT TO PREPARE AND PRESENT A PROGRESS REPORT RELATED TO THE FOLLOWING TRANSIT MATTERS: METRO RAIL SECURITY CONTRACTS; BUS SHELTERS; BUS BENCHES; LIGHTING, GLASS REPLACEMENT; ADVERTISEMENT; MAINTENANCE; RAIL CAR CONSTRUCTION; BUS FLEET REPLACEMENT PLAN AND THE LEHMAN CENTER. HE REQUESTED A REPRESENTATIVE FROM THE COMPANY THAT WAS AWARDED THE CONTRACT FOR THE RAIL CAR CONSTRUCTION PROJECT BE PRESENT AT THE 4/9 TAC MEETING AND ASKED FOR THE REPORT ON THE LEHMAN CENTER TO INCLUDE UPDATES REGARDING THE TEST TRACK AND WHITE BOARD. CHAIRMAN MOSS REQUESTED THE REPORTS BE PRESENTED AT THE NEXT COMMITTEE MEETING SCHEDULED FOR APRIL 9, 2014.</p>					