



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

M E M O R A N D U M

TO: Honorable Chairman Jean Monestime
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: January 21, 2015

SUBJECT: Supplement to Board Directives

In addition to the Board Directives Quarterly Report ending December 31, 2014, attached is *Supplemental Information* reflecting actions taken from January 1, 2015 through January 15, 2015.

Attachment

Office of the Commission Auditor

Board of County Commissioners
Directives Report
(Supplement)

This is supplemental information to the quarterly report ending December 31, 2014, showing an additional six (6) board directives that were completed after the reporting period.

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
BENFORD, Russell	2
HUDAK, Alina	1
MARQUEZ, Ed	3
TOTAL	6

AGENDA INFO	BODY	REQUESTER	PRIME	ASSIGNED TO	DUE DATE	STATUS
11A1 120555 PROCUREMENT DIRECTING MAYOR TO CONDUCT COST ANALYSIS	BCC 4/3/2012	Bell		Ed Marquez	7/17/2014	COMPLETE - Closed 01/15/2015 MM- Staff has reviewed this issue and determined that there is no data to compare set-aside to non set-aside contracts for comparisons. Furthermore, the County has a contracted a consultant, pursuant to Board legislation, to complete a Disparity Study. Regardless of the costs of the set-aside, the Disparity Study will point out whether there is disparity in the hiring of small and minority/gender owned business in County contracting therefore, supporting the need for set-aside programs. There is no other information to provide at this time.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO ISSUE A REPORT ON THE COSTS TO THE TAXPAYERS OF THE COUNTY'S SET ASIDE AND PREFERENCE POLICIES IN COUNTY CONTRACTING [SEE ORIGINAL ITEM UNDER FILE NO. 120340]						
11A6 141108 TRANSPORTATION FEEDBACK SYSTEM	BCC 5/6/2014	Sosa		Alina Hudak	9/19/2014	COMPLETE - Closed 1/15/2015 An updated memo was submitted Oct. 3, 2014 regarding how the development of a tourist/customer feedback system is in progress and that a feasibility study on the best approach for a digital feedback system is currently underway. 10/21/14 MDT is working with CIAO and CITT to develop a program and will report back to the BCC. 9/5/14 - Memo was received by MDT and is currently under review.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO SEEK INPUT FROM, AND TO THE EXTENT POSSIBLE PARTNER WITH, THE MIAMI-DADE COUNTY CHAMBER OF COMMERCE AS WELL AS OTHER LOCAL CHAMBERS OF COMMERCE AND THE GREATER MIAMI VISITORS AND CONVENTION BUREAU AND CREATE A TOURIST AND CUSTOMER FEEDBACK PROGRAM TO ASSIST THE COUNTY IN IMPROVING ITS PUBLIC TRANSPORTATION SYSTEM (SEE ORIGINAL ITEM UNDER FILE NO. 140798)						

AGENDA INFO	BODY	REQUESTER	PRIME	ASSIGNED TO	DUE DATE	STATUS
11A8 141155 NOTICE TO SEC. 8 PROPERTY OWNERS RE DRIVE BY SHOOTINGS	BCC 9/3/2014	Moss		Russell Benford	12/12/2014	COMPLETE - Closed 1/12/2015 PHCD (with Nan Mackay and Associates) and the Miami-Dade Police Department have complied with this directive. Since 12/01/2014, MDPD has not had an incident that qualifies under the resolution as a drive-by shooting. Should a drive-by shooting incident occur, PHCD will receive notification from MDPD. See attached email from Lieutenant Suzanne Lauton and sample letter from MDPD.SG

INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE, PUBLIC HOUSING AND COMMUNITY DEVELOPMENT AND MIAMI-DADE POLICE DEPARTMENT'S NUISANCE ABATEMENT UNIT TO DEVELOP A WRITTEN NOTICE TO BE PROVIDED TO SECTION 8 PROPERTY OWNERS WHOSE PROPERTIES MAY BE THE TARGET OF DRIVE-BY SHOOTINGS OR ARE USED FOR OTHER CRIMINAL ACTIVITY; DIRECTING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE AND MIAMI-DADE POLICE DEPARTMENT TO DEVELOP SIMILAR NOTICE TO BE PROVIDED TO OWNERS OF RESIDENTIAL AND COMMERCIAL PROPERTIES; DIRECTING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO DEVELOP A USEABLE DATABASE THAT CAN BE SHARED BETWEEN PUBLIC HOUSING AND COMMUNITY DEVELOPMENT, MIAMI-DADE POLICE DEPARTMENT, OTHER LAW ENFORCEMENT AGENCIES AND OTHER PUBLIC HOUSING AGENCIES; AND URGING MUNICIPALITIES AND PUBLIC HOUSING AGENCIES TO DEVELOP SIMILAR CRIME PREVENTION INITIATIVES

8F2 141496 ODOR CONTROL TIRE RETREADING COMPETITIVE CONTRACTS	BCC 10/7/2014	Jordan		Ed Marquez	1/30/2015	COMPLETE - Closed 1/15/2015 With respect to the first request, the information is included in all items going before the Board for consideration. However, the information will be highlighted to better facilitate how the items are read. Gary Hartfield, Director of the Small Business Development Division in the Internal Services Department, meets with Commissioner Jordan on a regular basis and provides all types of information on small business programs/operations.
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INSTRUCTIONS COMMISSIONER JORDAN REQUESTED THAT THE LANGUAGE OF AGENDA ITEMS RELATING TO CONTRACTS ESTABLISHING SMALL BUSINESS ENTERPRISE (SBE) AND COMMUNITY BUSINESS ENTERPRISE (CBE) MEASURES BE PHRASED DIFFERENTLY WHEN THE AVAILABILITY OF THOSE FIRMS WAS NONEXISTENT TO COMPLY WITH THE CONTRACT MEASURES TO CLARIFY THAT THE SUBJECT CONTRACT REQUIRED ADDITIONAL WORK TO IDENTIFY SBE AND CBE FIRMS FOR CONTRACT COMPLIANCE. COMMISSIONER JORDAN REQUESTED THAT THE COUNTY ADMINISTRATION PREPARE A WRITTEN UPDATED REPORT, PURSUANT TO THE RECENTLY ENACTED ORDINANCE PROVIDING THAT SMALL BUSINESS ENTERPRISE (SBE) AND COMMUNITY BUSINESS ENTERPRISE (CBE) CONTRACT MEASURES BE ALLOWED TO BE ESTABLISHED IN CONTRACTS OVER \$2.5 MILLION, AND OUTLING THE NUMBER OF CONTRACTS REVIEWED FOR SBE AND CBE MEASURES, THE NUMBER OF CONTRACTS WITH SBE AND CBE ESTABLISHED GOALS, AND THE ACTUAL GOALS PLACED ON THOSE CONTRACTS AS A DIRECT RESULT OF THE SUBJECT ORDINANCE.

AGENDA INFO	BODY	REQUESTER	PRIME	ASSIGNED TO	DUE DATE	STATUS
14A3 142162 COLLINS PARK APARTMENTS	BCC 10/21/2014	Edmonson		Russell Benford	1/30/2015	COMPLETE - Closed 1/12/2015 In accordance with Resolution No. R-791-14, ten recorded documents pertaining to Collins Park Apartments were submitted to the Property Appraiser's Office.SG
INSTRUCTIONS DIRECTING COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO PROVIDE EXECUTED COPY OF GROUND LEASES AND OPERATING AGREEMENTS TO THE PROPERTY APPRAISER'S OFFICE						
11A20 142688 COURTHOUSE HAZARD REPAIR GOB	BCC 12/2/2014	Zapata		Ed Marquez	3/12/2015	COMPLETE - Closed 01/14/2015 The report was distributed to the Board of County Commissioners on January 13, 2015. It is also item 2B4 (Legistar 150066) on the January 21, 2015 Board meeting agenda.
INSTRUCTIONS DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO CLOSE THE MIAMI-DADE COUNTY COURTHOUSE AT 73 WEST FLAGLER STREET IN THE EVENT OF HAZARDOUS CONDITIONS, CORRECT OR REPAIR SUCH HAZARDOUS CONDITIONS USING BUILDING BETTER COMMUNITIES GENERAL OBLIGATION BOND PROGRAM FUNDS, IF AVAILABLE, OR OTHER FUNDS IDENTIFIED BY THE MAYOR AND SUBJECT TO BOARD APPROVAL, DEVELOP A PROCESS FOR IDENTIFICATION OF HAZARDOUS CONDITIONS AND A PLAN FOR THE TEMPORARY RELOCATION OF COURT FACILITIES, AND PROVIDE A REPORT TO THE BOARD WITHIN 30 DAYS [SEE ORIGINAL ITEMS UNDER FILE NOS. 142263, 142520]						