# Memorandum

MIAMI-DADE COUNTY

**Date:** July 6, 2016

Agenda Item No. 3(B)(7)

**To:** Honorable Chairperson Jean Monestime
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez
Mayor

**Subject:** Resolution Retroactively Authorizing the County Mayor or the County Mayor's Designee to Apply for, Receive, and Expend $211,200.00 in Grant Funds from the Florida Department of Health to Mitigate the Spread of the Zika virus in Miami-Dade County

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**RECOMMENDATION**

It is recommended that the Board of County Commissioners (Board) approve the attached resolution authorizing the Miami-Dade County (County) Mayor or County Mayor's designee to retroactively apply for, receive, and expend approximately $211,200.00 ($105,600.00 for the months of June and July 2016) in funds from the Florida Department of Health (DOH), Statement of Work (SOW), to provide domestic mosquito control services in response to the public health emergency declared by Florida Governor Rick Scott, Executive Order Number 16-29, to mitigate the spread of the Zika virus in the County. This item requires retroactive approval since the County's Department of Solid Waste Management has already been awarded these funds and the two (2) month grant performance period commenced on June 1, 2016.

Additionally, this Board authorizes the County Mayor or County Mayor's designee to apply for, receive, and expend additional funds, should they become available from the State of Florida during Fiscal Years 2015-16 and 2016-17.

**SCOPE**

The grant will provide countywide services.

**DELEGATION OF AUTHORITY**

The County Mayor or County Mayor's designee is authorized to receive and expend grant funds and execute related documents to implement the grant program, which may be required by grant guidelines or to further the purpose described in the funding request.

**FISCAL IMPACT/FUNDING SOURCE**

This grant will provide $211,200.00 in grant funding from the State of Florida for the months of June and July 2016.

**TRACK RECORD/MONITOR**

The grant award will be monitored by Lee Casey, Division Director of the Technical Services and Environmental Affairs Division within the Department of Solid Waste Management.

**BACKGROUND**

At its meeting of February 17, 2016, the Board approved Resolution R-170-16 urging both the United States Congress and the Florida Legislature to allocate funding to combat the spread of the Zika virus in Miami-Dade. At the beginning of April, 2016, the Florida DOH the County requested a letter from the County outlining our funding needs for the County's mosquito control program, as reflected in Exhibit "A."

The Department of Solid Waste Management was notified by the FDOH that the County had been awarded a SOW (SOW15-254) as provided in Exhibit "B," in the amount of $105,600.00 for the month of June 2016 to provide mosquito control services to mitigate the spread of the Zika virus in the County. (The funds are only for the month of June 2016 and will be used to respond to notifications from the DOH of known mosquito bites and known high risk areas.)

Additionally, the County received notification that it had been awarded another SOW (SOW15-260) provided in Exhibit "C," in the amount of $105,600.00 for use during the month of July 2016 to continue to mitigate the spread of the Zika virus. (The funds are only for the month of July 2016 and will be used to respond to notifications from the DOH of known mosquito bites and known high risk areas.)

Alina T. Hudak
Deputy Mayor

Attachments: Mayor's Memo Exhibit "A"
Statement of Work (SOW15-254) Exhibit "B"
Statement of Work (SOW15-260) Exhibit "C"

# MEMORANDUM

**(Revised)**

**TO:** Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

**DATE:** July 6, 2016

**FROM:** Abigail Price-Williams
County Attorney

**SUBJECT:** Agenda Item No. 3(B)(7)

**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**

_____ **Statement of social equity required**

✓ **Ordinance creating a new board requires detailed County Mayor'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. 3(B)(7)
7-6-16

RESOLUTION NO. _____

RESOLUTION RETROACTIVELY AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO APPLY FOR, RECEIVE AND EXPEND UP TO $211,200.00 IN GRANT FUNDS FROM THE FLORIDA DEPARTMENT OF HEALTH TO PROVIDE DOMESTIC MOSQUITO CONTROL SERVICES; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO APPLY FOR, RECEIVE AND EXPEND ADDITIONAL FUNDS FOR DOMESTIC MOSQUITO CONTROL SERVICES SHOULD THEY BECOME AVAILABLE FROM THE STATE OF FLORIDA DURING FISCAL YEARS 2015-16 AND 2016-17

**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:

**Section 1.** Retroactively authorizes the County Mayor or County Mayor's designee to apply for, receive, and expend up to $211,200.00 in grant funds from the Florida Department of Health, to provide domestic mosquito control services in response to the public health emergency declared by Florida Governor Rick Scott, Executive Order Number 16-29, to mitigate the spread of the Zika virus in Miami-Dade County.

**Section 2.** This Board hereby authorizes the County Mayor or County Mayor's designee to apply for, receive and expend additional funds should they become available for domestic mosquito control services from the State of Florida during fiscal years 2015-16 and 2016-17.

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:

Jean Monestime, Chairman
Esteban L. Bovo, Jr., Vice Chairman

| | |
|---|---|
| Bruno A. Barreiro | Daniella Levine Cava |
| Jose "Pepe" Diaz | Audrey M. Edmonson |
| Sally A. Heyman | Barbara J. Jordan |
| Dennis C. Moss | Rebeca Sosa |
| Sen. Javier D. Souto | Xavier L. Suarez |
| Juan C. Zapata | |

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of July, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the 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.

Daniel Frastai

**EXHIBIT "A"**

CARLOS A. GIMENEZ
MAYOR
MIAMI-DADE COUNTY

April 27, 2016

The Honorable Rick Scott
Governor
State of Florida
The Capitol
400 S. Monroe Street
Tallahassee, Florida 32399-0001

Dear Governor Scott:

As the Mayor of Miami-Dade County and on behalf of our 2.7 million residents, thank you for considering additional funds for local governments regarding mosquito control activities. The County's Mosquito Control Section, managed by the Department of Solid Waste Management, continues to be aggressive in its efforts to control the Aedes aegypti mosquito, which transmits the Zika virus and other mosquito-borne illnesses by eliminating its breeding habitat. While there are no locally acquired cases of the virus, the mosquito control program is working proactively to control mosquito larvae and eliminate adult mosquito populations through surveillance and monitoring.

Through coordinated efforts with the County's Intergovernmental Affairs staff, my administration is aggressively seeking state and/or federal funding that may become available to local governments for mosquito control activities. Attached is the letter we submitted to the Florida Department of Health outlining our additional needs. I would also like to make it clear that I am committed to making additional County funds available to further enhance mosquito control services.

I am proud to say that the Mosquito Control Section's program has a very successful history of fighting the spread of mosquito-transmitted diseases such as West Nile Virus, Dengue Fever, and Chikungunya. I am confident that, with your help, we will be equally successful in our efforts to prevent the spread of the Zika virus locally.

We will continue to protect the health and safety of Miami-Dade County residents and our many tourists. I am available to discuss this request at your convenience and thank you for your consideration.

Sincerely,

Attachment

c: Honorable Chairman Jean Monestime and Members, Board of County Commissioners
Alina T. Hudak, Deputy Mayor and Director, Department of Solid Waste Management

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STEPHEN P. CLARK CENTER • 111 N.W. FIRST STREET • 29TH FLOOR • MIAMI, FLORIDA 33128-1930 • (305) 375-1880 • FAX (305) 375-1262

CARLOS A. GIMENEZ
MAYOR
MIAMI-DADE COUNTY

April 11, 2016

Lillian Rivera, RN, MSN, PhD
Administrator/Health Officer
Florida Department of Health in Miami-Dade County
8175 NW 12 Street, Suite 300
Doral, Florida 33126

Re: Request for Funding – Miami-Dade County Mosquito Control Program

Dear Dr. Rivera:

As you know, Governor Rick Scott issued an Executive Order declaring a public health emergency in Miami-Dade County and three other Florida counties with cases of the Zika virus. With Miami-Dade County's year-round growing season, monsoon climate, and tropical foliage, the County is particularly vulnerable during high mosquito breeding. The Governor's Executive Order acknowledges that, although the reported cases of the Zika virus are travel-related thus far, the Aedes mosquito which transmits this disease is common throughout Florida. Governor Scott has indicated that it is both necessary and appropriate to take action to ensure that the Zika virus remains controlled. With your assistance, Miami-Dade County can increase its efforts to continue to protect the public health and safety of its residents.

Miami-Dade County has an established mosquito control program that operates countywide and includes public education, inspections staff, and spray operations in all municipalities within the County. The mission of the program is to provide effective and timely control of the mosquito population to prevent public nuisance and reduce the spread of mosquito-borne diseases. Miami-Dade County has been working diligently and is committed to minimizing the potential for the Zika virus to develop a foothold within our borders. Our program has successfully managed multiple outbreaks of disease in the past, but additional funding will assist our Department of Solid Waste Management, which houses the County's Mosquito Control program, in implementing the following enhanced three-pronged approach:

- Increase inspections to identify and treat mosquito breeding areas;
- Revise the Miami-Dade County Code to allow for speedier access to mosquito breeding areas located on private property during a declared health emergency; and
- Expand public education programs to include a trilingual campaign (English/Spanish/Creole) with direct mailings, radio spots, advertisements on TV and social media platforms, billboards, and print ads in local newspapers.

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The total additional cost for this enhanced program is an estimated $1,415,700, with a portion of the funds being utilized for a public education campaign, "Drain and Cover," along with contracting costs for private sector inspectors and seasonal employees to supplement the in-house capabilities of the Mosquito Control Division. The proposed budget for this program is summarized below:

Mosquito Control Zika Response Enhancements

| Item | Requested Amount |
|---|---|
| 3 Contract Mosquito Crews for 2 months at $60,000 per crew per month | $360,000 |
| Chemicals (Barrier Spray and Larvicide) | $100,000 |
| Additional Staff Coverage using existing staff on weekends | $100,000 |
| 10 Seasonal Employees ($16 per hour for 7 months) | $179,200 |
| Direct Mailing for 1 million households | $226,500 |
| Advertising (direct mail, TV, radio, print, and social media) | $450,000 |
| Total | $1,415,700 |

Through a sustained effort to educate our residents and treat mosquito breeding areas, Miami-Dade County continues to protect the health and safety of its citizens and financial assistance from the Department of Health and the State of Florida will help us enhance our continued efforts.

Miami-Dade County is prepared to address any additional needs that may arise during the upcoming mosquito season. Thank you for your consideration of this funding request.

Sincerely,

Carlos A. Gimenez
Mayor



STEPHEN P. CLARK CENTER, 111 N.W. FIRST STREET, SUITE 2910, MIAMI, FLORIDA 33128-1994 · (305) 375-5071 · FAX (305) 375-3610

STAMP OF APPROVAL by Purchasing Office

**EXHIBIT "B"**

The Department of Health
Miami-Dade County
Statement of Work
Domestic Mosquito Control for Zika Virus
SOW15-254

## Section 1: Purpose

This statement of work (SOW) is for Miami-Dade County to provide domestic mosquito control services in response to a public health emergency, Executive Order Number 16-29, to mitigate the spread of the Zika virus for Miami-Dade County.

## Section 2: Term

The term of this SOW shall begin on June 1, 2016, or on the date which the order is issued, whichever is later. It shall end at midnight, Eastern Time, on June 30, 2016. The State of Florida's performance and obligation to pay under this purchase order is contingent upon annual appropriation by the Legislature and satisfactory performance of the Contractor.

## Section 3: Location of Work

The work site headquarters will be in Miami, FL, 33128, at the following location:

Stephen P. Clark Center,
111 N.W. First Street,
Suite 2910,
Miami, Florida, 33128

STAMP OF APPROVAL by Purchasing Office



## Section 4: Contractor Responsibilities

6.1 **Service Tasks** Contractor will perform the following tasks:

6.1.1 Operate county-wide domestic mosquito control program, in accordance with current county code, policies and procedures within Miami-Dade County to provide effective and timely control of the Aedes Aegypti and Aedes Albopictus mosquito populations to reduce the spread of mosquito-borne diseases, specifically the Zika virus. This will be accomplished by performing the following sub-tasks:

6.1.1.1 Local healthcare professionals or the Department of Health, Bureau of Labs, will notify Miami-Dade County Health Department of persons likely to have Zika virus infections.

6.1.1.2 Upon notification from Miami-Dade County Health Department, the contractor will be provided the location where the bite occurred and will be responsible for conducting a site visit to survey and treat the area within a 1/8 -mile radius.

6.1.1.3 The Contractor will provide on-going vector control to areas identified by the county as known Aedes aegypti and Aedes albopictus mosquito breeding areas (areas with previous reported outbreaks or locally acquired illnesses or at high risk for outbreaks or local virus transmission).

6.1.2 Maintain the following records documenting performance of all required tasks and how funds are used:

6.1.2.1 Site visit documentation which includes surveillance data and related findings for each location treated.

6.1.2.2 Expenditure documentation detailing how funds were used to perform required tasks. This report must categorize how the funds were spent (salary, supplies, etc.). Supporting documentation, such as invoices, proof of payment, and timesheets, must be maintained and available upon request to substantiate expenses claimed on the report.

6.2 **Deliverables:** Contractor must complete the following deliverables in the time and manner specified.

6.2.1 Perform county-wide domestic mosquito control program services on a monthly basis as specified in Task 6.1.1. Submit site visit documentation and an expenditure report with each invoice as specified in Task 6.1.2.

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## Section 5: Method of Payment

A purchase order will be issued to the Contractor.

The Department shall pay the Contractor a fixed price fee of $105,600.00 per month. Payment is contingent upon the availability of funds.

The Contractor shall submit an invoice monthly that provides a detailed accounting of the deliverable(s) performed during the invoice period for which payment is being requested.

The Contractor is responsible for the performance of all tasks and deliverables contained in this Statement of Work (SOW).

## Section 6: Performance Measures and Financial Consequences

All deliverables and related tasks must be 100 percent completed as specified. Failure to satisfactorily complete (OR SUBMIT) a deliverable in the time and manner specified will result in a reduction in the invoiced amount as indicated below.

Failure to provide deliverables identified in Section 6.2 in the time and manner specified will result in a reduction in payment of 100% for each specified deliverable not met.

## Section 9: Contract Manager

The Contract Manager for this purchase order is: Michelle Proctor

STAMP OF APPROVAL by Purchasing Office

**EXHIBIT "C"**

The Department of Health
Miami-Dade County
Statement of Work
Domestic Mosquito Control for Zika Virus
SOW15-260

## Section 1: Purpose

This statement of work (SOW) is for Miami-Dade County to provide domestic mosquito control services in response to a public health emergency, Executive Order Number 16-29, to mitigate the spread of the Zika virus for Miami-Dade County.

## Section 2: Term

The term of this SOW shall begin on July 1, 2016, or on the date which the order is issued, whichever is later. It shall end at midnight, Eastern Time, on July 31, 2016. The State of Florida's performance and obligation to pay under this purchase order is contingent upon annual appropriation by the Legislature and satisfactory performance of the Contractor.

## Section 3: Location of Work

The work site headquarters will be in Miami, FL, 33128-1994, at the following location:

Stephen P. Clark Center,
111 N.W. First Street,
Suite 2910,
Miami, Florida, 33128-1994

STAMP OF APPROVAL by Purchasing Office



## Section 4: Contractor Responsibilities

6.1 **Service Tasks** Contractor will perform the following tasks:

6.1.1 Operate county-wide domestic mosquito control program, in accordance with current county code, policies and procedures within Miami-Dade County to provide effective and timely control of the Aedes Aegypti and Aedes Albopictus mosquito populations to reduce the spread of mosquito-borne diseases, specifically the Zika virus. This will be accomplished by performing the following sub-tasks:

6.1.1.1 Local healthcare professionals or the Department of Health, Bureau of Labs, will notify Miami-Dade County Health Department of persons likely to have Zika virus infections.

6.1.1.2 Upon notification from Miami-Dade County Health Department, the contractor will be provided the location where the bite occurred and will be responsible for conducting a site visit to survey and treat the area within a 1/8 -mile radius.

6.1.1.3 The Contractor will provide on-going vector control to areas identified by the county as known Aedes aegypti and Aedes albopictus mosquito breeding areas (areas with previous reported outbreaks or locally acquired illnesses or at high risk for outbreaks or local virus transmission).

6.1.2 Maintain the following records documenting performance of all required tasks and how funds are used:

6.1.2.1 Site visit documentation which includes surveillance data and related findings for each location treated.

6.1.2.2 Expenditure documentation detailing how funds were used to perform required tasks. This report must categorize how the funds were spent (salary, supplies, etc.). Supporting documentation, such as invoices, proof of payment, and timesheets, must be maintained and available upon request to substantiate expenses claimed on the report.

6.1.2.3 Allowable Mosquito Control Expenses include the following:

- Personnel
- Chemicals
- Sprayers
- Surveillance supplies

STAMP OF APPROVAL by Purchasing Office



6.2 **Deliverables:** Contractor must complete the following deliverables in the time and manner specified.

6.2.1 Perform county-wide domestic mosquito control program services on a monthly basis as specified in Task 6.1.1. Submit site visit documentation and an expenditure report with each invoice as specified in Task 6.1.2.

## Section 5: Method of Payment

A purchase order will be issued to the Contractor.

The Contractor is responsible for the performance of all tasks and deliverables contained in this Statement of Work (SOW).

The Department shall pay the Contractor a fixed price fee of $105,600.00 per month. Payment is contingent upon the availability of funds.

The Contractor shall submit an invoice monthly that provides a detailed accounting of the deliverable(s) performed during the invoice period for which payment is being requested.

The Contractor is responsible for the performance of all tasks and deliverables contained in this Statement of Work (SOW).

## Section 6: Restriction of Expenditures

Items expressly prohibited from purchase with these contract funds include but are not limited to the following:

**Non-allowable Mosquito Control Expenses**

- Aerial Spraying
- Vehicles (including All-terrain vehicles)
- Traps (Traps are available upon request from the Department of Agriculture)
- Mosquito Testing (statewide viral testing of mosquitos is underway)
  Marketing, Outreach, Education (statewide campaigns underway, additional assistance can be requested through the County Health Departments if needed).

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## Section 7: Performance Measures and Financial Consequences

All deliverables and related tasks must be 100 percent completed as specified. Failure to satisfactorily complete (OR SUBMIT) a deliverable in the time and manner specified will result in a reduction in the invoiced amount as indicated below.

Failure to provide deliverables identified in Section 6.2 in the time and manner specified will result in a reduction in payment of 100% for each specified deliverable not met.

## Section 8: Contract Manager

The Contract Manager for this purchase order is: Michelle Proctor