

Memorandum



Date: February 17, 2021

Supplement to
Agenda Item No. 8(F)(2)

To: Honorable Chairman Jose "Pepe" Diaz
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

Subject: Supplemental Information - Recommendation for Additional Time and/or
Expenditure Authority to Pool No. RTQ-00439, Furniture Office and Non-Office

This supplemental memorandum provides additional justification to the Board of County Commissioners (Board) regarding the furniture requirements for various County departments. At the January 21, 2021 Board meeting, the Board expressed concerns about countywide expenditures, but approved the furniture allocation requests for the Aviation, Fire Rescue, Police, PortMiami, and Solid Waste Management departments. The balance for the remaining ten departments was \$19,239,000.

At my request, each department conducted a detailed analysis of its capital projects and furniture replacement needs. In general, most departments continue to require office and non-office furniture and interior furnishings due to ongoing capital projects and to replace furniture that has exceeded its useful life to the point that it has now become a safety hazard.

Based on the analysis, five departments have reduced their allocation requests for needs that still exist but can be deferred until the next fiscal year. The remaining five departments are unable to reduce their request due to the ongoing or critical nature of projects. This reduced allocation request reduces the total from \$19,239,000 to \$11,101,800, which represents a reduction of approximately 42 percent for this fiscal year.

The table below describes each department's justification for the contract allocation requested:

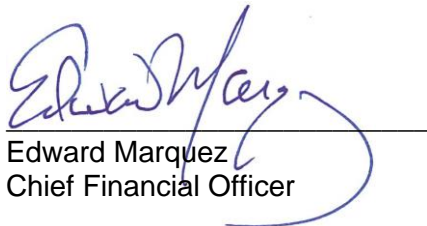
Department	Justification
Corrections and Rehabilitation	<ul style="list-style-type: none">• To replace furniture at three Detention Centers and support areas. The current furniture presents a safety hazard and concern for staff and inmates.• Additional furniture is also needed to meet COVID-19 guidelines for safe distancing.
Cultural Affairs	<ul style="list-style-type: none">• New furniture required at the Westchester Cultural Arts Center; construction scheduled to be completed 2021• Furnishing for patrons at new Café in South Miami-Dade Cultural Arts Center• Furnishings for patrons at the Joseph Caleb Center Auditorium• <i>The remaining projects will be deferred to the next fiscal year.</i>
Internal Services	<ul style="list-style-type: none">• Allocation is required for ongoing capital projects in the Stephen P. Clark Center where the systems furniture is 36 years old and has become a safety hazard, on behalf of other departments: Floor 6 – Cultural Affairs, Floor 8 – Property Appraiser, and Floor 20 – Human Resources.• <i>The remaining projects will be deferred to the next fiscal year.</i>
Library System	<ul style="list-style-type: none">• Capital projects already underway or in the design phase include Coconut Grove, Coral Gables, Hialeah Gardens, Main, North Central, Sunny Isles Beach, and Tamiami Libraries, as well as the Westchester Health & Wellness Information Center.• Space planning and new furniture for projects that are under contract but will commence in the following year (Doral, Little River, South Shore, North Shore).

Department	Justification
Medical Examiner	<ul style="list-style-type: none"> • <i>Department is withdrawing requested amount as purchases will be deferred to the next fiscal year.</i>
Parks, Recreation, and Open Spaces	<ul style="list-style-type: none"> • Furniture and fixtures are required for the new Biscayne Shores and Gardens Community Center, which is scheduled to be completed this fiscal year. • <i>The remaining projects will be deferred to the next fiscal year.</i>
Public Housing and Community Development	<ul style="list-style-type: none"> • Additional partitions to prevent the spread of Coronavirus, replacement of shelving, chairs, desks, etc. are required.
Regulatory and Economic Resources	<ul style="list-style-type: none"> • RER is analyzing various scenarios regarding the future of RER’s office footprint in concert with feedback from the industry, customers, employees, and ISD. • The allocation is necessary to implement potential reconfigurations, and any necessary shared space reconfigurations suitable to RER’s business model.
Transportation and Public Works	<ul style="list-style-type: none"> • Replacement furniture is required at the stations and the bus operators waiting areas at all garages.
Water and Sewer	<ul style="list-style-type: none"> • Furniture for a new drinking water testing laboratory at its Alexander Orr Water Treatment Plant; • Conversion of the Department's Medley Warehouse from office space to storage space to meet the operational needs of the department's water and wastewater system maintenance staff; • Remodeling of the first floor of the administrative offices at the Lejeune building as the current space is inefficient for operations and customer service. • General maintenance of administrative office spaces, including replacement of office chairs, workstations, desks, and partitions. • <i>The remaining projects will be deferred to the next fiscal year.</i>

Department	Original Allocation Request			Resubmitted Allocation Request		
	Capital Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested	Capital Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested
Corrections and Rehabilitation	\$0	\$300,000	\$300,000	\$0	\$300,000	\$300,000
Cultural Affairs	\$3,305,000	\$50,000	\$3,355,000	\$625,000	\$50,000	\$675,000
Internal Services	\$7,900,000	\$0	\$7,900,000	\$4,500,000	\$0	\$4,500,000
Library System	\$3,550,000	\$450,000	\$4,000,000	\$3,550,000	\$450,000	\$4,000,000
Medical Examiner	\$0	\$10,000	\$10,000	\$0	\$0	\$0
Parks, Recreation, and Open Spaces	\$100,000	\$150,000	\$250,000	\$52,800	\$0	\$52,800

Department	Original Allocation Request			Resubmitted Allocation Request		
	Capital Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested	Capital Allocation Requested	Operating Budget Allocation Requested	Total Allocation Requested
Public Housing and Community Development	\$0	\$100,000	\$100,000	\$0	\$100,000	\$100,000
Regulatory and Economic Resources	\$0	\$395,000	\$395,000	\$0	\$395,000	\$395,000
Transportation and Public Works	\$0	\$79,000	\$79,000	\$0	\$79,000	\$79,000
Water and Sewer	\$2,850,000	\$0	\$2,850,000	\$1,000,000	\$0	\$1,000,000
Totals:	\$17,705,000	\$1,534,000	\$19,239,000	\$9,727,800	\$1,374,000	\$11,101,800

Based on the information listed above, it is recommended to move forward with the additional expenditure authority to continue purchasing office and non-office furniture for this fiscal year. The Administration will request that the Board amend item 8F2 on this agenda to reflect the reduced amount provided in this supplement.



Edward Marquez
 Chief Financial Officer