OFFICIAL FILE COPY
CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

MEMORANDUM

Agenda Item No. 11(A)(39)

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

DATE: June 2, 2009

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

SUBJECT: Resolution retroactively authorizing in-kind services for the "2009 Family Expo" sponsored by the Children's Trust

Resolution No. R-765-09

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Joe A. Martinez.

R. A. Cuevas, Jr.
County Attorney

RAC/jls

MEMORANDUM

(Revised)

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

DATE: June 2, 2009

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

SUBJECT: Agenda Item No. 11(A)(39)

Please note any items checked.

_____ **"4-Day Rule" ("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**

_____ **Bid waiver requiring County Mayor's written recommendation**

_____ **Ordinance creating a new board requires detailed County Manager's report for public hearing**

_____ **Housekeeping item (no policy decision required)**

_____ **No committee review**

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Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(39)
6-2-09

RESOLUTION NO. **R-769-09**

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE POLICE DEPARTMENT AND THE MIAMI-DADE FIRE RESCUE DEPARTMENT FOR THE MAY 30, 2009 "2009 FAMILY EXPO" SPONSORED BY THE CHILDREN'S TRUST IN AN AMOUNT NOT TO EXCEED $18,640.00 TO BE FUNDED IN PART FROM THE COUNTYWIDE IN-KIND RESERVE FUND, AND IN PART FROM THE NON-AD VALOREM PORTION OF THE FIRE RESCUE DISTRICT BUDGET

WHEREAS, the Children's Trust has requested in-kind services from the Miami-Dade Police Department and the Miami-Dade Fire Rescue Department for the May 30, 2009 "2009 Family Expo" in an amount not to exceed $18,640.00 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the purpose of the "2009 Family Expo" is to connect the public with key social and health services, as well as offer educational and cultural activities for the entire family; and

WHEREAS, the "2009 Family Expo" is a major event, as that term is defined on the attached Fee Waiver/In-kind Service Application, and $16,000.00 of the in-kind services shall be funded from the Countywide In-kind Reserve Fund and $2,640.00 of the in-kind services shall be funded from the non-ad valorem portion of the Fire Rescue District In-kind Reserve Fund,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board retroactively authorizes in-kind services from the Miami-Dade Police Department and the Miami-Dade Fire Rescue Department for the May 30, 2009 "2009 Family Expo" in an amount not to exceed

$18,640.00 to be funded in part from the Countywide In-kind Reserve Fund and in part from the non-ad valorem portion of the Fire Rescue District In-kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Joe A. Martinez. It was offered by Commissioner **Jose "Pepe" Diaz**, who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa** and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman **aye**
Jose "Pepe" Diaz, Vice-Chairman **aye**

Bruno A. Barreiro	**aye**	Audrey M. Edmonson	**aye**
Carlos A. Gimenez	**aye**	Sally A. Heyman	**aye**
Joe A. Martinez	**absent**	Barbara J. Jordan	**aye**
Dorrin D. Rolle	**aye**	Natacha Seijas	**absent**
Katy Sorenson	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 2nd day of June, 2009. 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: **DIANE COLLINS**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency. GKS

Gerald K. Sanchez

5130

Fire - 2,640
Police - 16,000
18,640

MIAMI-DADE COUNTY
FEE WAIVER/IN-KIND SERVICES APPLICATION
FY 2008-09

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Office of Strategic Business Management
111 N.W. 1st Street, Suite 2200
Miami, FL 33128

Phone: (305) 375-5143
Fax: (305) 375-5168

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☐ Special Event* - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☒ Major Event* - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

****Note: Event budget must be included for "Special" and "Major" event types.****

Commissioner sponsoring event Commissioner Joe A. Martinez

1. Full legal name of the requesting organization: The Children's Trust

2. Applicant Status: (Select one of the choices below)

   - ☐ Not-For-Profit or Tax Exempt
   - ☐ For-Profit
   - ☒ Local Government or Public Entity
   - ☐ Other (specify): Special Taxing District in Miami-Dade County

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): Bristol Public Relations, Inc.
   Eloise E. Rodriguez, Cell. 786.326.2221, Office 305.447.6300, Fax 305.447.6599
   eloise@bristolpr.com

4. Specify fee waiver or in-kind service requested (quantify, if applicable): County services such as police, fire rescue and fire department.

3125

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Martinez
(11)

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): The Children's Trust 2009 Family Expo, Sat, May 30, 2009. This free community event will feature more than 200 providers, health & social service organizations offering Pre-K registration, KidCare Outreach, Injury Prevention, After School programs, parenting classes, workshops, programs for kids w/special needs, clowns, facepainters, storytellers, bounce houses, music and dance performances, arts & crafts, mobile units like HealthConnect on Wheels, Gov. on the Go Bus, Justice in Motion and Injury Free Mobile Unit. This is a free event for participating and for the public aimed to connect the public with key social and health services, while offering educational & cultural elements for the entire family.

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy
- ☒ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☒ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☒ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☒ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)): Commission District 11
Miami-Dade County Fair & Exposition, 10901 Coral Way, (SW 24 Street) Miami, FL 33165
Event will take place at Arnold Hall, the Sunshine Pavilion and select outside areas.

8. Description of regional or local impact: Individuals and organizations from all throughout Miami-Dade County are expected to attend this free community event.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):
Saturday, May 30, 2009, 10 a.m. - 6 p.m.
Set up all day Friday, May 29, 2009 & Breakdown by Sunday, May 31, 2009.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Floor plans of Arnold Hall, Fuchs Pavilion and aerial map attached.

11. Expected number of participants and estimated attendance (per day, if applicable): More than 200 organizations will be participating & approximately 16,000 are expected. → 20-25,000

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Special event budget attached.

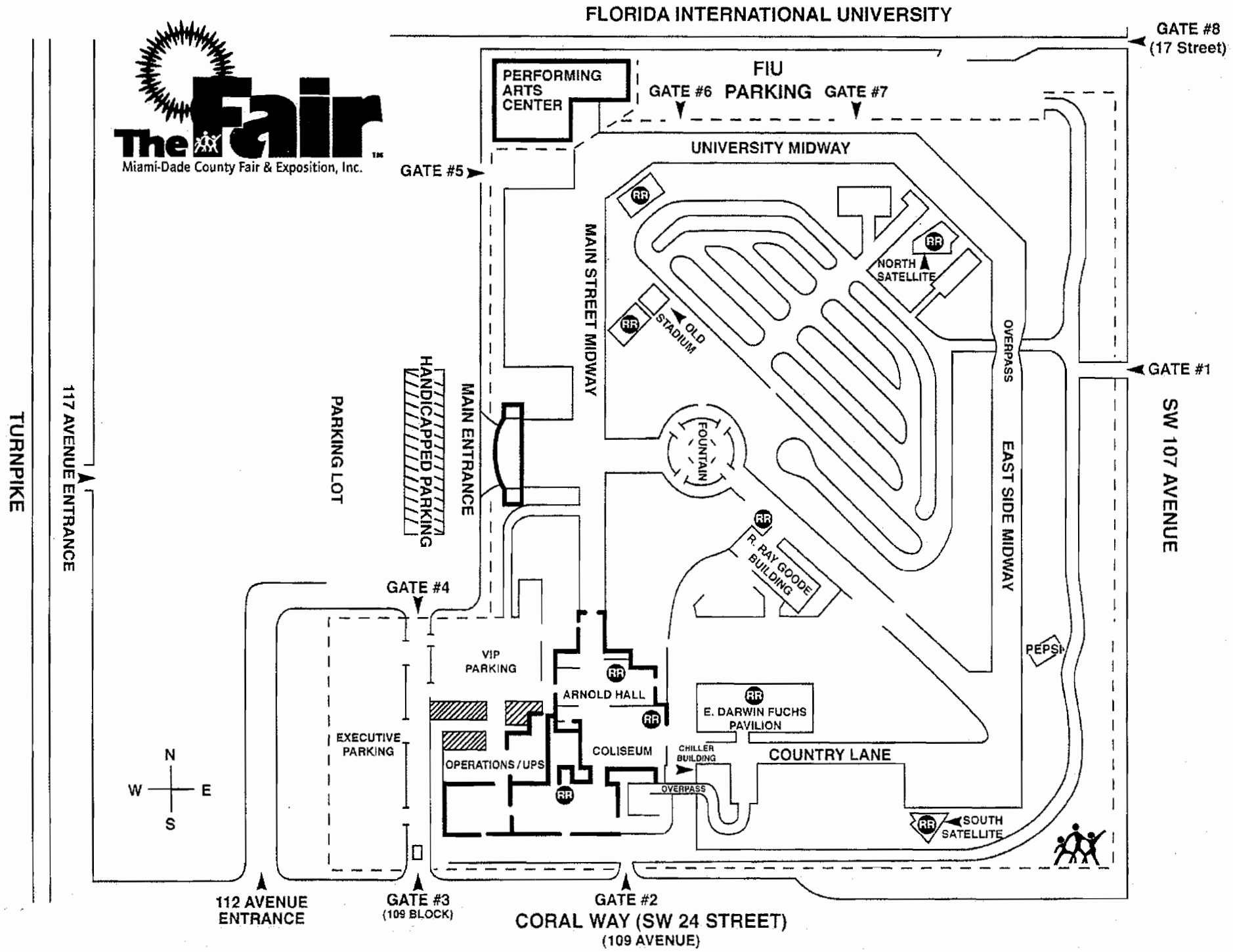
I hereby certify that all the statements made in this application are true and correct.

Elaine E. Rodriguez

Signature of Authorized Representative

3/23/09

Date


FLORIDA INTERNATIONAL UNIVERSITY
The Fair
Miami-Dade County Fair & Exposition, Inc.
GATE #8
(17 Street)
PERFORMING ARTS CENTER
FIU PARKING
GATE #6
GATE #7
UNIVERSITY MIDWAY
GATE #5
MAIN STREET MIDWAY
NORTH SATELLITE
OLD STADIUM
OVERPASS
GATE #1
SW 107 AVENUE
HANDICAPPED PARKING
MAIN ENTRANCE
PARKING LOT
FOUNTAIN
EAST SIDE MIDWAY
R. RAY GOODE BUILDING
TURNPIKE
117 AVENUE ENTRANCE
GATE #4
PEPSI
VIP PARKING
ARNOLD HALL
E. DARWIN FUCHS PAVILION
EXECUTIVE PARKING
OPERATIONS / UPS
COLISEUM
CHILLER BUILDING
COUNTRY LANE
OVERPASS
SOUTH SATELLITE
N
W
E
S
112 AVENUE ENTRANCE
GATE #3
(109 BLOCK)
GATE #2
CORAL WAY (SW 24 STREET)
(109 AVENUE)

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2009 TCT Family Expo Budget	Description	Cost
Venue & Event Requirements		
Arnold Hall w/Coliseum, Fuchs Pavilion & Outside Grounds at The Miami-Dade County Fair & Expo Center		$ 8,800.00
Insurance - TCT		$ -
Building Scrubber		$ 750.00
Chairs		$ 400.00
Cones		$ -
Dumpsters/2 yards		$ 1,100.00
Dumpsters/4 yards		$ 176.00
Marquees (107th & 109th Ave.)		$ 200.00
Restroom Supplies & Trash Liners		$ 750.00
Signs		$ 150.00
Trash Barrels		$ 300.00
Gate Guard Booth		$ 150.00
Lattice Panels		$ 250.00
Electrician		$ 675.00
Electrical Contractors Fee		$ 200.00
Plumber		$ 225.00
Forklift & Operator /Sky Track		$ 100.00
Pre-Event Cleaning Staff		$ 144.00
Cleaning Attendants		$ 1,782.00
Restroom Attendants		$ 1,296.00
Occupational License		$ 75.00
Stamp & Affitdavit Certification (short-term permit)		$ 500.00
Turnstile Personnel		$ 162.00
After Cleaning		$ 2,000.00
Parking Attendants		$ 2,520.00
Runner		$ 162.00
Air conditioning & fans		$ 9,960.00
Electrical Drops		$ 2,000.00
20/30 Amps, 50/60 Amps & Lights		$ 500.00
Lights for three buildings		$ 3,216.00
Webpage		$ 25.00
Barricades		$ 100.00
Stanchions & rope		$ 100.00
Phone lines (if applicable)	AT&T Wireless connection, 2 DSL & phone lines	$ 300.00
Southern Electronic Telephone (if applicable)	The Fair's in-house telephone company	$ 300.00
Contigency		$ 2,500.00
Police Dept.	Projected if sponsorship not approved.	$ 8,000.00
Fire Rescue Paramedics/Watch Miami-Dade Fire Rescue & Miami-Dade Fire Dept.	Projected if sponsorship not approved.	$ 3,000.00
	Total In-House Budget	**$ 52,868.00**
Set-Up & Equipment Rentals		
Exhibit Vendor - Pipe & draping, tables with skirts, chairs, waste baskets, easels, information booth, misc. additional chairs for stage areas and pedestal tables for food area.		$ 25,000.00
Walkies/Two-way Radios		$ 600.00
Extension Cords		$ 75.00
Staging (including stage managers) & A/V Equipment		$ 15,000.00
Entertainment		

Clowns, face painters & balloon artists & misc. entertainment		$	25,000.00
Storytellers, magicians & stiltwalkers		$	3,500.00
Giveaways for Clowns		$	2,000.00
WLRN Costume Characters		$	800.00
Inflatable Bounce Houses & Rock Climbing Walls		$	7,000.00
Delivery & Power		$	400.00
Decorations		$	7,500.00
Food & Beverage			
Fair Café In-house catering	no cost - they will sell the food	$	-
Permits			
Miami-Dade County Permits	JEBA	$	4,000.00
Health Permit (Miami-Dade Health Dept.)			
Short-term Permit			
Temporary Food Permit			
Merchandise			
TCT Branded Items for Attendees		$	10,000.00
Staff			
Labor for Event Production/Logistics & Support Staff		$	76,000.00
Day & Overnight Security (private security company) and Gate Guards		$	9,000.00
Printing, Advertising & Additional Costs			
Signage / Banners		$	5,000.00
Graphic Design for Signage & Event Program		$	6,000.00
Event ID Badges		$	1,500.00
Printing of Event Program		$	4,000.00
Printing of Flyers for Miami-Dade County Inserts		$	2,000.00
Courier & Shipping Costs		$	300.00
Golf Cart Rentals		$	1,000.00
Carts for load-in and breakdown		$	500.00
Incindentals	Fee covers any additional costs that may surface; such as damages, additional electric drops that may be needed, additional printing, etc. This amount will not be utitlized, unless necessary.	$	1,000.00
	Total Expenses for Bristol	$	**207,175.00**
	Combined Event Total	$	**260,043.00**

MIAMI-DADE FIRE RESCUE DEPARTMENT
SPECIAL EVENTS BUREAU

9300 N.W. 41 STREET
DORAL, FLORIDA 33178
OFFICE (786) 331-5000 / FAX (786) 331-4435

SPECIAL EVENTS OVERTIME ESTIMATE SHEET

Invoice Number: _____ Date: March 25, 2009

Control Number: _____ Prepared By: MICHEL ANTOINE

VENDOR INFORMATION

Name: THE CHILDREN'S TRUST

Billing Address: 3150 SW 3RRD AVE

City: CORAL WAY State: FL Zip Code: 33129

Phone Number: 305-571-5700 Fax Number: 305-858-9034

PERSONNEL

Rank / Title	Overtime Hourly Rate	Quantity	Event Hours	Total
Chief Fire Officer	$ 75.00			$ -
Captain	$ 65.00	2	8	$ 1,040.00
Lieutenant	$ 55.00			$ -
Fire Fighter	$ 50.00	4	8	$ 1,600.00
Civilian Inspector	$ 56.04			$ -
Beach Manager	$ 30.25			$ -
Lifeguard 2	$ 26.75			$ -
Lifeguard 1	$ 22.75			$ -
Civilian (Overtime Rate Only) DISPATCHER	$ 30.00			$ -
			Personnel Total	$ 2,640.00

EQUIPMENT

Type	Hourly Rate	Quantity	Event Hours	Total
Pumper	$ 100.00			$ -
QRV / TRT	$ 65.00			$ -
Rescue Truck	$ 50.00			$ -
Motorcycle Unit	$ 40.00			$ -
Rescue Cart	$ 35.00			$ -
Rigid Hull Inflatable Boat (RHIB)	$ 35.00			$ -
Personal Watercraft (PWC)	$ 35.00			$ -
Bicycle Unit	$ 35.00			$ -
			Equipment Total	$ -
			Personnel Total	$ 2,640.00
			10% Administrative Fee	
			Total Event Estimate	$ 2,640.00

Please make checks payable to: **Board of County Commissioners**

Please note: The Board of County Commissioners set all rates through County Administrative Order 7-33.

NOTE: The above costs are only an **estimate** for your event. Any permit related inspection costs (tents, stages, etc.) and/or other related firewatch and rescue standby related costs will be borne by the vendor. Required permit inspections must be completed before occupying or use. After hours or weekend inspections will be billed at a rate of $50.00 per hour with a minimum 4-hour charge.

Rev. 08/07/08

Memorandum

MIAMI-DADE COUNTY

Date: June 2, 2009

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

From: George M. Burgess
County Manager

Subject: Countywide and Fire District Reserve In-Kind Request Recommendation

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The Office of Strategic Business Management (OSBM) reviewed the attached in-kind request and recommends this item move forward to the Board of County Commissioners for consideration. The countywide and fire district in-kind reserve balances allow for funding of this request.

Background

A waiver for in-kind services has been requested by a not-for-profit organization, The Children's Trust, for the "2009 Family Expo" event scheduled for May 30, 2009.

In-kind services have been requested in an amount not to exceed $16,000 from the Miami-Dade Police Department for personnel services and $2,640 from the Miami-Dade Fire Rescue Department for personnel services for a total in-kind amount of $18,640. This event will be funded in part from the countywide in-kind reserve fund and in part from the non-ad valorem in-kind reserve of the fire rescue district budget.

In FY 2008-09, The Children's Trust has received no county funding for this event.

Inkind10309