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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

MEMORANDUM

Agenda Item No. 3(A)(1)

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

DATE: September 4, 2013

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

SUBJECT: Resolution retroactively authorizing in-kind services for the June 17-20, 2013 "XIX Inter-American Conference of Mayors and Local Authorities"
Resolution No. R-654-13

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

R. A. Cuevas, Jr.
County Attorney

RAC/smm

MEMORANDUM
(Revised)

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

DATE: September 4, 2013

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

SUBJECT: Agenda Item No. 3(A)(1)

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**

_____ **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(A)(1)
9-4-13

RESOLUTION NO. R-654-13

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM MIAMI-DADE TRANSIT AND THE MIAMI-DADE POLICE DEPARTMENT FOR THE JUNE 17-20, 2013 "XIX INTER-AMERICAN CONFERENCE OF MAYORS AND LOCAL AUTHORITIES" SPONSORED BY FLORIDA INTERNATIONAL UNIVERSITY IN AN AMOUNT NOT TO EXCEED $1,676.82 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 5 FY 2012-13 IN-KIND RESERVE FUND

WHEREAS, Florida International University has requested in-kind services from the Miami-Dade Transit and the Miami-Dade Police Department for the June 17-20, 2013 "XIX Inter-American Conference of Mayors and Local Authorities" in an amount not to exceed $1,676.82 (see attached Fee Waiver/In-kind Service Application); and

WHEREAS, the purpose of the "XIX Inter-American Conference of Mayors and Local Authorities" is to promote the delivery of effective public services in the region; and

WHEREAS, there will be over 500 participants who will contribute significantly to the local economy; and

WHEREAS, the "XIX Inter-American Conference of Mayors and Local Authorities" is a district event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and $1,676.82 of the in-kind services shall be funded from the balance of the District 5 FY 2012-13 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 Transit and Police Departments for the June 17-20, 2013 "XIX Inter-American Conference of Mayors and Local Authorities" sponsored by Florida International University in an amount not to exceed $1,676.82 to be funded from the balance of District 5 FY 2012-13 In-Kind Reserve Fund.

International University in an amount not to exceed $1,676.82 to be funded from the balance of District 5 FY 2012-13 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Bruno A. Barreiro. It was offered by Commissioner **Dennis C. Moss**, who moved its adoption. The motion was seconded by Commissioner **Sally A. Heyman** and upon being put to a vote, the vote was as follows:

	Rebeca Sosa, Chairwoman		**aye**
	Lynda Bell, Vice Chair		**aye**
Bruno A. Barreiro	**aye**	Esteban L. Bovo, Jr.	**aye**
Jose "Pepe" Diaz	**absent**	Audrey M. Edmonson	**absent**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**aye**	Dennis C. Moss	**aye**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**absent**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 4th day of September, 2013. 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: ***Christopher Agrippa***
Deputy Clerk

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

Gerald K. Sanchez

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 Com. Bruno Barreiro

1. Full legal name of the requesting organization: Institute for Public Management/FIU

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

   - ☒ Not-For-Profit or Tax Exempt
   - ☐ For-Profit
   - ☐ Local Government or Public Entity
   - ☐ Other (specify): _____

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.):
   Dr. Allan Rosenbaum, Director IPMCS
   11200 S.W. 8th St. PCA 270A, Miami, FL. 33199
   (305) 348-1271 Fax (305) 348-1273 rosenbau@fiu.edu

4. Specify fee waiver or in-kind service requested (quantify, if applicable):
   Two County employees to assist with the XIX Inter-American Conference of Mayors and Local Authorities.

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):
XIX Inter-American Conference of Mayors & Local Authorities. Conference is sponsored by Miami-Dade County & F.I.U. It's a best practice, information sharing conference for political leaders of the Americas. June 17-20, 2013 at Hilton Downtown Hotel.

6. Please select ALL that apply to event:

- [x] 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)):
Hilton Downtown Hotel.
1601 Biscayne Boulevard
Miami, FL. 33132

8. Description of regional or local impact: Conference brings about 500 participants, many of them come with their families & stay extra days. They contribute significantly to the local economy & the area's tourist attractions also benefit. It also shows the County's commitment with the good governance of the region.

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):
See attached.

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): Event will take place at Hilton Downtown. There will be a dinner reception at Miami-Dade's County Seaport, terminal 7 on Wednesday June 20th.

11. Expected number of participants and estimated attendance (per day, if applicable): Between 500 and 600 participants.

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

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

Signature of Authorized Representative

6/12/13
Date

Form **W-9**
(Rev. December 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Florida International University Board of Trustees

Business name/disregarded entity name, if different from above
Florida International University

Check appropriate box for federal tax classification:
☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☑ Exempt payee

☑ Other (see instructions) ▶ **PUBLIC INSTUMENTALITY OF STATE - EDUCATION**

Address (number, street, and apt. or suite no.)
11200 SW 8TH STREET, CSC 310

Requester's name and address (optional)

City, state, and ZIP code
MIAMI, FL 33199

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

Employer identification number
6 5 – 0 1 7 7 6 1 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ Kenneth A. Jessell Date ▶ 3-20-2012

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

BUDGET SHEET - World Bank + Dade Seaport				
Principal Investigator/Project Director: Dr. Allan Rosenbaum				
Agency Miami-Dade County Seaport Department Duration From: 10/1/2012 To: 9/30/2013				
A. Senior Personnel: PI/PD, Co-PI's, Faculty and other Senior Assoc. (List each separately with title; For A.6 show number in brackets)	12 month	9 month	Summer	Total
1. Conference Coordinator - Cristina A. Rodriguez-Acosta	$ 65,000.00	$ -	$ -	$ 53,128.00
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ 17,875.00	$ -	$ -	$ 17,875.00
2.		$ -	$ -	$ -
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -	$ -	$ -	$ -
3.	$ -	$ -	$ -	$ -
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -	$ -	$ -	$ -
4.	$ -	$ -	$ -	$ -
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -	$ -	$ -	$ -
5.	$ -	$ -	$ -	$ -
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -	$ -	$ -	$ -
6.	$ -	$ -	$ -	$ -
FRINGE BENEFITS FOR PERSONNEL ABOVE	$ -	$ -	$ -	$ -
TOTAL SENIOR PERSONNEL (1-6)				
FRINGE BENEFITS FOR SECTION A.				
A. 2. Overload				
1.				
FRINGE BENEFITS FOR PERSONNEL ABOVE				$ -
2.				
FRINGE BENEFITS FOR PERSONNEL ABOVE				$ -
TOTAL OVERLOAD				
FRINGE BENEFITS FOR SECTION A.2.				
B. Other Personnel (Show Numbers in Brackets) (OPS)				
1. Other Professionals				$ 32,000.00
2. ( ) Graduate Students				
3. 1 Undergraduate Student				
4. ( ) Secretarial-Clerical (SECRETARIAL-CLERICAL WILL REQUIRE A DIRECT CHARGE EXEMPTION FORM AT PROPOSAL TIME)				$ -
6. ( ) Other				
TOTAL OTHER PERSONNEL (1-6)				
FRINGE BENEFITS FOR SECTION B.				
TOTAL SALARIES & WAGES (A+B)				$ 85,128.00
TOTAL FRINGE BENEFITS				$ 20,323.00
TOTAL SALARIES, WAGES, AND FRINGE BENEFITS				$ 105,451.00
C. Expenses (In alphabetical order by category)				
1. Communication & Freight				$ -
2. Computer Services/Time				$ -
3. Consultant Services (these do not have fringe benefits)				$ -
4. Data Processing Supplies				$ -
5. Educational Supplies				$ 2,000.00
6. Food				$ 45,071.00
7. Postage				$ 18,000.00
8. Materials and Supplies (OFFICE SUPPLIES WILL REQUIRE A DIRECT CHARGE EXEMPTION FORM AT PROPOSAL TIME)				
9. Publication Costs/Documentation/Dissemination/Printing/Reproduction				$ 15,000.00
10. Rentals TRANSLATION				$ 10,000.00
11. Stipends Nontaxable				$ -
12. Subcontracts/independent Contractors (list each subcontractor individually below)				$ -
a.				$ -
b.				$ -
13. Telecommunications Charges				$ 1,500.00
14. Travel				
1. In-state				$ 300.00
2. Domestic				
3. Foreign				$ 6,000.00
15. Tuition				
16. If not included above, specify other category (ANY ITEM LISTED BELOW THAT IS NORMALLY NOT CHARGED TO A GRANT WILL REQUIRE A DIRECT CHARGE EXEMPTION FORM)				$ -
TOTAL EXPENSES				
D. Permanent Equipment & Books or other library resources (list item and dollar amount for each item exceeding $1,000)				
TOTAL PERMANENT EQUIPMENT				
E. Total Direct Costs (A through D)				$ 203,322.00
F. Indirect Costs				
INDIRECT COST RATE				15.00%
INDIRECT COST BASE				$ 77,850.00
TOTAL INDIRECT COST				$ 10,154.00
G. TOTAL DIRECT AND INDIRECT COSTS				$ 213,476.00

MIAMI-DADE COUNTY

FIU Institute for Public Management and Community Service
FLORIDA INTERNATIONAL UNIVERSITY

World Bank LAC
opportunities for all

"Local Democracy and Municipal Government: towards an effective public service delivery"
June 17 – 20, 2013 / Hilton Downtown Hotel - Miami, FL

Sponsored by
Miami-Dade County
Miami-Dade County Seaport Department
State of Florida
The World Bank

Organized by
Institute for Public Management & Community Service
Center for Democracy and Good Governance
Florida International University

Agenda*

Monday June 17th

03:00pm - 06:00pm	Conference Registration at Hilton Downtown Hotel
07:30pm - 09:30pm	**Welcome Cocktail - Hilton Downtown Hotel**

Tuesday June 18th

07:30am – 12:00pm	**Conference Registration**
09:00am – 09:45am	**Welcome Remarks** Cristina A. Rodriguez-Acosta, Deputy Director, IPMCS, FIU Allan Rosenbaum, Director, IPMCS, FIU Bill Johnson, Director, Miami-Dade Seaport Department Senator Javier D. Souto, Commissioner, Miami-Dade County Fernando Figueredo, Director, Communications & External Affairs, Miami-Dade County
09:45am – 11:00am	**Keynote Presentations** Arturo Herrera Gutierrez, Sector Manager, Public Sector Unit, Poverty Reduction & Economic Management, Latin America and the Caribbean, The World Bank Mark Feierstein, Assistant Administrator for Latin America & the Caribbean, USAID
11:00am – 11:15am	Break
11:15am – 12:45pm	**Local Democracy and Municipal Government: strategies and innovations towards an effective public service delivery** Moderator: Guido Bertucci, Executive Director, Governance Solutions International

Maria Fernanda Trigo, Director, Department of Effective Public Management, Secretariat for Political Affairs, Organization of American States
Luis Mella, Mayor of Quillota, Chile
Richard De Villiers, Miami-Dade County Seaport
David Franz, Governor, Department of Itapua, Paraguay
Isabel Beltran Villavicencio, IDB Representative – Sustainable Cities Program

12:45pm – 02:00pm Lunch at hotel

02:00pm – 03:30pm **Citizen Participation, Decentralization, Transparency**
Moderator: Guido Bertucci, Executive Director, Governance Solutions International
Rodolfo Caballero, Director for Citizens Initiatives, Government of Panama, Panama
Egon Montecinos, Assistant President for Planning and Development, Univ. of Los Lagos, Chile
Cristiana Fortini, General Controller, Municipality of Belo Horizonte, Brazil
Edgar Alberto Polo Devia, President, National Federation of Councilmembers, Colombia
Tomas Gloria Requena, Mayor of San Fernando, Tamaulipas, Mexico

03:30pm – 03:45pm Break

03:45pm – 05:30pm **Innovations on Municipal Service Delivery: Mobility and Transportation, Health and Education, Public Safety**
Maria Victoria Rojas, Expert in Public Health, Paraguay
Claudia Fernandez, Secretary of Education, Municipality of Bucaramanga, Colombia
Adelys Barrera, Ministry of Health, Panama
Charles Scurr, Director, Miami-Dade County Transit
Mauricio Ballesteros, Senior Consultant, UN/Habitat
Gilberto Toro Giraldo, Executive Director, Colombian Federation of Municipalities

Wednesday June 19th

08:00am – 12:00pm Conference Registration

09:00am – 10:30am **Water Service Delivery: Managing Resources for Social Inclusion**
Moderator: Ms. Lara Bersano, Public Policy and Communication Specialist
Mr. Guillermo Scarcella, Presidente, Aguas Bonaerenses, Argentina
Luis Scasso, General Director for Development & Continuing Education, Organization of Ibero-American States
Greg Browder, Lead Water and Sanitation Specialist, The World Bank

10:30am – 11:00am Break

11:00am – 12:30pm **Decentralized, Cooperation and Municipal Service Delivery: the Role of Municipal Associations**
Sergio Arredondo, Executive Secretary, Mexican Federation of Municipalities (FENAMM)
Luis Fernandez, President, National Congress of Councilmembers, Uruguay
Juan Carlos Hernandez, Director for International Relations, Chilean Association of Municipalities
Joe Rasco, Miami-Dade County Mayor's Office
Ana Karin Andrade, Mayor of Cruzeiro, President of CODIVAP, Brazil

12:30pm – 2:00pm Lunch at hotel

02:00pm – 03:30pm **Instruments to Promote Equity at the Municipal Level - Organized by The World Bank**
Moderator: Louise Cord (Sector Manager, Poverty and Gender Unit, World Bank)
Human Opportunity Index in Chaco - *speaker to be confirmed*
Poverty maps in Peru - *speaker to be confirmed*
speaker to be confirmed

07:30pm – 09:30pm **Reception**

Thursday June 20th

08:30am – 09:30am **Presentation of Selected Best Practices**
Moderator: Victor Jacinto Flecha, Director, Comunidad & Planeamiento, Paraguay
Marco Alvarez Vargas, Mayor of San Borja, Peru
Juan Carlos Zurek, Mayor of La Molina, Peru
Celfida Amada Bustillo, President, Mancomunidad Mambocaure, Honduras
James Cañas Rendon, Mayor of Montenegro, Quindio, Colombia
Elisabeth Arrieta, Councilmember, Junta de Maldonado, Uruguay

09:30am – 10:00am Coffee Break

10:00am – 11:30am **Improving Service Delivery in Small Municipalities - World Bank Strategy for Small Municipalities - Organized by The World Bank**
Moderator: Arturo Herrera, Sector Manager, Public Sector Unit, World Bank.
Jim Soorley, Local Government Association of Queensland, Australia - Shared Services in South Africa/Australia
Henry Forero, Senior Information Officer, Public Sector Unit, World Bank/JICA
Minoru Arimoto, Senior Consultant, Project FOCAL II,JICA-SEIP Mancomunidades in Honduras
Adolfo Alfonso Pagoada, President, Mancomunidad MAMUCA & Mayor of Arizona, Department of Atlantida, Honduras

11:30am – 12:00pm **Special Presentation**
Dr. Hasan Tuluy, Vice President, Latin America & The Caribbean, The World Bank

12:00pm – 12:30pm **Closing Ceremony**

12:30pm **Certificates of Attendance**

***Agenda subject to change**

Memorandum

MIAMI-DADE COUNTY

Date: September 4, 2013

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

From: Carlos A. Gimenez
Mayor

Subject: District Specific In-Kind Request

A retroactive waiver for in-kind services has been requested by Florida International University for the "XIX Inter-American Conference for Mayors and Local Authorities" event held on June 17th-20th, 2013.

In-kind services have been requested in an amount not to exceed $827.24 from the Police Department and $849.57 from the Transit Department for employee services. This event will be funded from the balance of District 5 FY 2012-13 In-Kind Reserve Fund.

Edward Marquez
Deputy Mayor

Inkind01346