



Miami-Dade Board of County Commissioners
Office of the Commission Auditor

Government Operations Committee (GOC) Meeting

June 12, 2018
1:30 P.M.
Commission Chambers

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Director, Policy and Legislation
Office of the Commission Auditor (OCA)
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**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 1G1
File No. 181139**

Researcher: LE Reviewer: TD

ORDINANCE RELATING TO PLANNING; AMENDING SECTION 2-110 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; REVISING THE MANNER IN WHICH THE CHAIRPERSON AND VICE CHAIRPERSON OF THE PLANNING ADVISORY BOARD ARE SELECTED AND THE TERMS FOR EACH; PROVIDING TERM LIMITATIONS FOR THE POSITION OF CHAIRPERSON AND VICE CHAIRPERSON OF THE PLANNING ADVISORY BOARD; MAKING TECHNICAL REVISIONS; PROVIDING SEVERABILITY, INCLUSION IN THE CODE AND AN EFFECTIVE DATE

ISSUE/REQUESTED ACTION

Whether the Board should amend Section 2-110 of the County Code to revise the manner in which the Chairperson and Vice Chairperson of the Planning Advisory Board are selected and the terms for each; to provide term limitations for both positions; and to make technical revisions.

APPLICABLE LEGISLATION/POLICY

Section 2-110 of the Miami-Dade County Code delineates the Rules of procedure of the County Commission.

https://library.municode.com/fl/miami-dade-county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-1RUPRCOCO

The Planning Advisory Board is the County's Local Planning Agency which serves as the main advisory board to the BCC on matters related to planning, annexations, and incorporations. The membership consists of 17 voting members and two non-voting members who represent the Miami-Dade County Public Schools and the Homestead Air Reserve Base. The voting members are appointed by each BCC member with the remaining four being appointed by the BCC holistically.

<http://www.miamidade.gov/planning/planning-advisory-board.asp>

PROCEDURAL HISTORY

Prime Sponsor: Commissioner Sally A. Heyman, District 4

The proposed ordinance was adopted on first reading at the Board meeting on May 15, 2018 and set for public hearing before the Government Operations Committee meeting on June 12, 2018.

FISCAL IMPACT

The implementation of this ordinance will not have a fiscal impact to Miami-Dade County.

ANALYSIS

The proposed ordinance amends Section 2-110 of the Code of Miami-Dade County to revise the manner in which the Chairperson and Vice Chairperson of the Planning Advisory Board are selected, and the terms for each.

The Planning Advisory Board is the County's Local Planning Agency which serves as the main advisory board to the BCC on matters related to planning, annexations, and incorporations. The membership consists of 17 voting members and two non-voting members who represent the Miami-Dade County Public Schools and the Homestead Air Reserve Base. The voting members are appointed by each BCC member with the remaining four being appointed by the BCC holistically.

This item intends to allow the remaining voting members to each serve as Vice Chairperson on a rotating basis for a term of six months each. Section 2-110 of the County Code states that the Planning Advisory Board shall elect a Chairperson from among its members for a one year term each year.

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The proposed Ordinance amends Section 2-110 allowing the Chairperson and Vice Chairperson to serve elected terms of six months each, with no board member serving consecutive terms. Additionally, no board members who served as either Chairperson or Vice Chairperson shall serve as Chairperson and Vice Chairperson sooner than six months. This is to ensure all members of the Planning Advisory Board gain experience and the opportunity to serve in positions of leadership.

The table below shows the original Section 2-110 of the Code of Miami-Dade County and the proposed changes to this section of the Code stricken through and >>double arrowed<<.

Section 2-110 of the County Code	Proposed changes to Section 2-110 of the County Code
<p>The Planning Advisory Board shall elect a Chairperson from among its voting members to serve for a one year term commencing March 1st of each year. Elections for Chairperson shall be held in February of each year, and the term of the member elected shall begin at the next meeting of the Planning Advisory Board. The remaining voting members of the Planning Advisory Board shall each serve as Vice Chairperson on a rotating basis for a term of six months each, beginning with the appointee from Commission District 1 and proceeding in numerical order through the appointees from the remaining Commission Districts, followed by the four at-large appointees in order of seniority, until all sitting members have had an opportunity to serve as Vice Chairperson. The Director shall be the executive director and secretary of the Planning Advisory Board. Such staff as may be necessary to assist and advise the Planning Advisory Board in the fulfillment of its duties shall be furnished by the Department. All meetings of the Planning Advisory Board shall be held in a public place and shall be open to the public. Six members of the Planning Advisory Board shall constitute a quorum, and, except as otherwise provided, decisions may be made by majority vote of the members present at a meeting at which a quorum is present. The Planning Advisory Board may prescribe other rules for the conduct of its affairs. The Chairperson, or in his or her absence, the Vice Chairperson, may administer oaths and compel the attendance of witnesses in the manner prescribed for the attendance of witnesses in the County Court. The Planning Advisory Board shall keep minutes of its proceedings and records of its other official actions, showing the vote of each member on each question. If a member is absent or fails to vote, the record shall indicate such fact. All records shall be filed immediately in the office of the Department and shall be open to the inspection of the public.</p>	<p>The Planning Advisory Board shall elect a Chairperson from among its voting members to serve for a one year term commencing March 1st of each year. Elections for Chairperson shall be held in February of each year, and the term of the member elected shall begin at the next meeting of the Planning Advisory Board. The remaining voting members of the Planning Advisory Board shall each serve as Vice Chairperson on a rotating basis for a term of six months each, beginning with the appointee from Commission District 1 and proceeding in numerical order through the appointees from the remaining Commission Districts, followed by the four at-large appointees in order of seniority, until all sitting members have had an opportunity to serve as Vice Chairperson. >>(A) The Planning Advisory Board shall elect a Chairperson and a Vice Chairperson from among its voting members for terms of six months each commencing January 1st of each year. No board member shall serve consecutive terms as Chairperson, and no board member shall serve consecutive terms as Vice Chairperson. In addition, no board member shall serve as Chairperson and Vice Chairperson sooner than six months after serving as either Chairperson or Vice Chairperson.<<</p> <p>>>(B)<< The Director shall be the executive director and secretary of the Planning Advisory Board. Such staff as may be necessary to assist and advise the Planning Advisory Board in the fulfillment of its duties shall be furnished by the Department.</p> <p>>>(C)<< All meetings of the Planning Advisory Board shall be held in a public place and shall be open to the public.</p> <p>>>(D)<< Six members of the Planning Advisory Board shall constitute a quorum, and, except as otherwise</p>

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provided, decisions may be made by majority vote of the members present at a meeting at which a quorum is present.

>>(E)<< The Planning Advisory Board may prescribe other rules for the conduct of its affairs.

>>(F)<< The Chairperson, or in his or her absence, the Vice Chairperson, may administer oaths and compel the attendance of witnesses in the manner prescribed for the attendance of witnesses in the County Court.

>>(G)<< The Planning Advisory Board shall keep minutes of its proceedings and records of its other official actions, showing the vote of each member on each question. If a member is absent or fails to vote, the record shall indicate such fact.

>>(H)<< All records shall be filed immediately in the office of the Department and shall be open to the inspection of the public.

The Director shall be the executive director and secretary of the Planning Advisory Board. Such staff as may be necessary to assist and advise the Planning Advisory Board in the fulfillment of its duties shall be furnished by the Department. All meetings of the Planning Advisory Board shall be held in a public place and shall be open to the public. Six members of the Planning Advisory Board shall constitute a quorum, and, except as otherwise provided, decisions may be made by majority vote of the members present at a meeting at which a quorum is present. The Planning Advisory Board may prescribe other rules for the conduct of its affairs. The Chairperson, or in his or her absence, the Vice Chairperson, may administer oaths and compel the attendance of witnesses in the manner prescribed for the attendance of witnesses in the County Court. The Planning Advisory Board shall keep minutes of its proceedings and records of its other official actions, showing the vote of each member on each question. If a member is absent or fails to vote, the record shall indicate such fact. All records shall be filed immediately in the office of the Department and shall be open to the inspection of the public.

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**Item No. 2A
File No. 181285**

Researcher: LE Reviewer: TD

RESOLUTION DECLARING SURPLUS COUNTY-OWNED REAL PROPERTY LOCATED EAST OF SW 78TH AVENUE AND SOUTH OF SW 139TH TERRACE (FOLIO NO. 33-5023-009-0060); AUTHORIZING THE PRIVATE SALE OF SAID PROPERTY TO AN ADJACENT PROPERTY OWNER PURSUANT TO FLORIDA STATUTES SECTION 125.35(2) FOR NO LESS THAN \$36,916.50 WHICH IS 75 PERCENT OF ITS MARKET VALUE AS DETERMINED BY THE MIAMI-DADE COUNTY PROPERTY APPRAISER; WAIVING ADMINISTRATIVE ORDER NO. 8-4 AS IT RELATES TO REVIEW BY THE PLANNING ADVISORY BOARD; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO TAKE ALL ACTIONS NECESSARY TO ACCOMPLISH THE SALE OF SAID PROPERTY; AND AUTHORIZING THE CHAIRPERSON OR VICE-CHAIRPERSON OF THE BOARD TO EXECUTE A COUNTY DEED FOR SUCH PURPOSE

ISSUE/REQUESTED ACTION

Whether the Board should (i) declare as surplus a Miami-Dade County-owned property legally described as 23 55 40 2.26 AC M/L Tanglewood Gardens PB 68-66 Florida Power & Light Company Easement Block 1; and (ii) authorize the sale to an adjacent property owner for no less than \$36,916.50.

APPLICABLE LEGISLATION/POLICY

Florida Statutes Section 125.35(2) states that the Board of County Commissioners may sell a parcel of real property after sending notice of the sale to owners of adjacent property if the parcel is of insufficient size and shape to be issued a building permit for any type of development to be constructed on the property, if the value of the parcel is \$15,000 or less, or if it is determined that the parcel is of use only to one or more adjacent property owners. If two or more owners of adjacent property inform the board of their interest to purchase the parcel, the board shall sell the parcel to the highest bidder or reject all offers.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0125/Sections/0125.35.html

Administrative Order 8-4 provides that the authority to sell, lease or otherwise dispose of County-owned real property lies solely with the Board of County Commissioners. Before action is taken on any proposed sale or lease of County-owned real property, unless expressly excluded in the policy, a recommendation will be requested from the Planning Advisory Board, to indicate whether such proposal is in the public interest and also recommending proper land use classification, if applicable.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO8-4.pdf>

Florida Statutes Section 197.592 provides that lands acquired by any County of the State for delinquent taxes in accordance with law which have not been previously sold or dedicated by the Board of County Commissioners may, at its discretion, be conveyed to the record fee simple owner of such lands as of the date the County obtained title to the lands.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0197/Sections/0197.592.html

Florida Statutes Section 197.502, entitled "Application for obtaining tax deed by holder of tax sale certificate; fees".

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0197/Sections/0197.502.html

Miami-Dade County Code, Section 2-10.4.2, entitled "Appraisers required for purchases, sales and leases.

http://miamidade.fl.elaws.us/code/coor_ptiii_ch2_arti_sec2-10.4.2

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Resolution R-333-15, adopted on April 21, 2015, entitled “Resolution establishing County policy to require disclosure of market value of market rental in legislative items authorizing the conveyance or lease of County-owned property to promote disclosure and fiscal responsibility”.

<http://intra/gia/matter.asp?matter=150446&file=true&yearFolder=Y2015>

Resolution No. R-380-17, adopted on April 4, 2017, requires that the County Mayor or County Mayor’s designee provide written notification to District Commissioners in which County-owned property lies no less than four weeks prior to (1) any issuance of a request for proposal or expression of interest regarding the sale, lease, or development of such property or (2) placing any item on the agenda of the Board or any committee of the Board requesting the approval, sale, lease, or surplus of County-owned property.

<http://intra/gia/matter.asp?matter=170414&file=true&yearFolder=Y2017>

The Planning Advisory Board is the County’s Local Planning Agency which serves as the main advisory board to the BCC on matters related to planning, annexations, and incorporations.

<http://www.miamidade.gov/planning/planning-advisory-board.asp>

PROCEDURAL HISTORY

Prime Sponsor: Daniella Levine Cava, District 8

There is no procedural history for this item.

FISCAL IMPACT

The proposed resolution would have a positive fiscal impact on the County, in that the person who will purchase the property will pay the County \$36,916.50 for it, 75 percent of market value as determined by the Miami-Dade County Property Appraiser.

ANALYSIS

The Miami-Dade County Internal Services Department determined that (i) the Property was acquired by the County through decree for nonpayment of taxes; and (ii) the Property is not available for a building permit for any type of development due to existing, restrictive utility easements.

On April 16, 2016, the County acquired via Tax Deed due to non-payment of taxes the property legally described as 23 55 40 2.26 ACM/L Tanglewood Gardens PB 68-66 Florida Power & Light Company Easement Block 1, and identified by folio number 33-5023-009-0060. The property is a vacant lot measuring 98,445 Sq. ft. with an assessed value of \$49,222 from 2015-2017. The proposed resolution calls for sale of the Property for the minimum amount of \$36,916.50, which is 75 percent of the market value as determined by the Miami-Dade County Property Appraiser, or sold to the highest bidder, as required by the law.

The proposed resolution provides that Administrative Order No. 8-4 be waived as it relates to review by the County’s Planning Advisory Board.

The Planning Advisory Board is the County’s Local Planning Agency which serves as the main advisory board to the BCC on matters related to planning, annexations, and incorporations.

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Address
Owner Name
Subdivision Name
Folio

SEARCH: Q

PROPERTY INFORMATION ⓘ

Folio: 33-5023-009-0060

Sub-Division:
TANGLEWOOD GDNS

Property Address

Owner
MIAMI-DADE COUNTY
GSA R/E MGMT

Mailing Address
111 NW 1 ST STE 2480
MIAMI, FL 33126-1929

PA Primary Zone
9000 AGRICULTURE

Primary Land Use
8080 VACANT GOVERNMENTAL : VACANT LAND -
GOVERNMENTAL

Beds / Baths / Half	0 / 0 / 0
Floors	0
Living Units	0
Actual Area	0
Living Area	0
Adjusted Area	0
Lot Size	98,445 Sq.Ft.
Year Built	0

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🔒
Zoom

Map View ▾
Layers ▾

2017 Aerial Photography
200ft

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**Item No. 3B
File No. 181348**

Researcher: MF Reviewer: TD

RESOLUTION DECLARING SURPLUS COUNTY-OWNED PROPERTY LOCATED AT 325 NW 2 STREET, LOCATED IN HOMESTEAD, FLORIDA, WAIVING THE REQUIREMENTS OF ADMINISTRATIVE ORDER 8-4 AS THEY RELATE TO REVIEW BY THE PLANNING ADVISORY BOARD AND APPROVING PURSUANT TO FLORIDA STATUTES SECTION 125.38, TERMS OF THE LEASE AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE DADE COUNTY FIREMAN'S BENEVOLENT ASSOCIATION, INC., A FLORIDA NOT-FOR-PROFIT CORPORATION, FOR A FIVE YEAR TERM, PLUS FIVE, FIVE-YEAR OPTIONS TO RENEW, FOR THE PURPOSE OF PROVIDING THE ORGANIZATION WITH OFFICE USE FOR GENERAL ADMINISTRATIVE AND STORAGE SPACE TO SUPPORT ITS MISSION TO HELP IMPROVE THE WELL BEING OF FIREFIGHTERS AND THEIR FAMILIES AND PARTICIPATE IN NUMEROUS COMMUNITY AND CHARITY EVENTS, AT AN ANNUAL RENT OF \$1.00 FOR THE FIVE-YEAR TERM AND EACH RENEWAL PERIOD THEREAFTER, WITH THE TOTAL FISCAL IMPACT TO THE COUNTY OF \$7,000.00 FOR THE INITIAL FIVE-YEAR PERIOD; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE LEASE AGREEMENT, TO EXERCISE ANY AND ALL RIGHTS CONFERRED THEREIN, TO TAKE ALL NECESSARY STEPS TO EFFECTUATE THE FOREGOING, AND TO PROVIDE AN EXECUTED COPY OF THE LEASE AGREEMENT TO THE PROPERTY APPRAISER'S OFFICE WITHIN 30 DAYS OF ITS EXECUTION

ISSUE/REQUESTED ACTION

Whether the Board should declare surplus County-owned property located at 325 N.W. 2nd Street, in Homestead, Florida, and authorize execution of a Lease Agreement between Miami-Dade County and Dade County Firemen's Benevolent Association, a Florida not-for-profit corporation, for a five-year term, plus five, five-year options to renew, for the purpose of providing the organization with office use for general administrative use and storage space to support its mission to help improve the wellbeing of firefighters and their families and participate in numerous community and charity events, at an annual rent of \$1.00 for the five-year term and each renewal period thereafter.

APPLICABLE LEGISLATION/POLICY

Administrative Order 8-4 provides that the authority to sell, lease or otherwise dispose of County-owned real property lies solely with the Board of County Commissioners. Before action is taken on any proposed sale or lease of County-owned real property, unless expressly excluded in the policy, a recommendation will be requested from the Planning Advisory Board, to indicate whether such proposal is in the public interest and also recommending proper land use classification, if applicable.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO8-4.pdf>

Florida Statutes, Section 125.38, provides that [i]f the United States, or any department or agency thereof, the state or any political subdivision or agency thereof, or any municipality of this state, or corporation or other organization not for profit which may be organized for the purposes of promoting community interest and welfare, should desire any real or personal property that may be owned by any county of this state or by its board of county commissioner, for public or community interest and welfare, then the United States, or any department or agency thereof, state or such political subdivision, agency, municipality, corporation or organization may apply to the board of county commissioners for a conveyance or lease of such property.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0125/Sections/0125.38.html

Miami-Dade County Code, Section 2-10.4.2, entitled "Appraisers required for purchases, sales and leases.

http://miamidade.fl.elaws.us/code/coord_ptiii_ch2_arti_sec2-10.4.2

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Resolution No. R-256-13, adopted by the Board on April 2, 2013, establishes County policy with respect to conveyances to not for profit corporations under Florida Statute Section 125.38.

<http://intra/gia/matter.asp?matter=130443&file=true&yearFolder=Y2013>

Resolution R-333-15, adopted on April 21, 2015, entitled “Resolution establishing County policy to require disclosure of market value of market rental in legislative items authorizing the conveyance or lease of County-owned property to promote disclosure and fiscal responsibility”.

<http://intra/gia/matter.asp?matter=150446&file=true&yearFolder=Y2015>

Resolution No. R-380-17, adopted on April 4, 2017, requires that the County Mayor or County Mayor’s designee provide written notification to District Commissioners in which County-owned property lies no less than four weeks prior to (1) any issuance of a request for proposal or expression of interest regarding the sale, lease, or development of such property or (2) placing any item on the agenda of the Board or any committee of the Board requesting the approval, sale, lease, or surplus of County-owned property.

<http://intra/gia/matter.asp?matter=170414&file=true&yearFolder=Y2017>

PROCEDURAL HISTORY

Prime Sponsor: Dennis C. Moss, District 9

The proposed resolution has no procedural history.

FISCAL IMPACT

According to the Fiscal Impact Statement, the fiscal impact to Miami-Dade Fire Rescue Department, through the Fire District Facilities Maintenance Budget, for the initial term of the lease is estimated to be \$7,000. This amount is comprised of structural repairs which may be needed to the building.

ANALYSIS

Miami-Dade Fire Rescue Department owns a parcel of approximately 0.96 acres at 325 N.W. 2nd Street, in Homestead. The property currently contains two structures that were used by the department to operate Station No. 16. In 2012, the department built a new Station No. 16 to the north of the two structures (see photo below).

The proposed resolution seeks to establish a Lease Agreement between Miami-Dade County and the Dade County Firemen’s Benevolent Association (Tenant), for one of the two structures, for a five-year term, plus five, five-year options to renew. The structure to be utilized by the Tenant is the westernmost structure, and is adjacent to the second structure. It would be used by the Tenant for general administrative use and storage space to support its mission to help improve the wellbeing of firefighters and their families and participate in numerous community and charity events.

The Dade County Firemen’s Benevolent Association is a Florida not-for-profit corporation established in 1958. It consists of a non-political fraternal organization dedicated to improving the well-being of firefighters and their families. In addition to feeding and supporting first responders during extended assignments, the organization has raised thousands of dollars for charities such as Shake-a-Leg, Wounded Warriors, Muscular Dystrophy Association, Mothers Against Drunk Driving, The Dewey Henry Memorial, The Burn Center, and K9s for Warriors.

The structure would be leased to the Tenant for a five-year term, plus five, five-year options to renew, for an annual rental payment of \$1.00 for both the initial and renewal terms. With the approval of the County, the Tenant shall be entitled, in its sole discretion and cost, to make alterations, modifications, or improvements to the interior of the structure. The Tenant shall provide its own janitorial services within the structure. The County shall maintain and repair the exterior of the structure as

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well as the parking and landscape areas on the property. The Tenant shall maintain, at its own cost and expense, all utilities, including electricity, gas, sewer, water, heating, and air conditioning to the structure.

The proposed resolution states that the structure to be leased to the Tenant has been included in the memorandum sent to County departments regarding properties to be declared as surplus; and no County department has expressed a need for, or interest in the structure.

Pursuant to Resolution No. R-333-15, the County's Internal Services Department has advised that the current annual market rental for the structure would range from a payment of \$24.00 to \$28.00 per square foot, for a total of \$45,000 to \$53,200 for the western structure, comprised of approximately 1,900 square feet.



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**Item No. 3C
File No. 181051**

Researcher: PGE Reviewer: TD

RESOLUTION APPROVING AWARD OF CONTRACT NO. RFP-00200, ENTERPRISE RESOURCE PLANNING SOLUTION IMPLEMENTATION, INTEGRATION, AND RELATED SERVICES TO ACCENTURE, LLP WITH AN ESTIMATED COST TO THE COUNTY IN A TOTAL AMOUNT UP TO \$48,283,000.00 FOR THE TERM OF THE AGREEMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION, RENEWAL AND EXTENSION PROVISIONS PURSUANT TO SECTION 2-8.1 OF THE CODE AND IMPLEMENTING ORDER 3-38

ISSUE/REQUESTED ACTION

Whether the Board should approve Contract No. RFP-00200, *ERP Implementation, Integration and Related Services*, with Accenture LLP for the Information Technology Department in the amount of \$48,283,000 for a projected term of four years and three months.

APPLICABLE LEGISLATION/POLICY

Section 2-8.1 of the County Code (Contracts and Purchases Generally) applies to all contracts for public improvements and purchases of all supplies, materials and services other than professional services and (1) requires formal sealed bids for purchases over \$250,000; (2) describes the circumstances under which non-competitive purchases may be approved; (3) establishes requirements for legacy purchases, designated purchases, and single vehicle leases; and (4) provides that procurement procedures shall be established by I.O. and approved by the Board.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Resolution No. R-716-12, adopted by the Board on September 4, 2012, requires identification of a firm's small business enterprise program certification in any procurement item submitted for Board approval.

<http://intra/gia/matter.asp?matter=121265&file=true&yearFolder=Y2012>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/legistarfiles/MinMatters/Y2012/120287min.pdf>

Resolution No. R-1011-15, adopted by the Board on November 3, 2015, directs the County Mayor to require that vendors provide addresses of all local branch offices and headquarters and the number and percentage of local residents such vendors employ in memoranda to the Board pertaining to vendors being recommended for contract award.

<http://intra/gia/matter.asp?matter=152271&file=true&yearFolder=Y2015>

Resolution No. R-477-18, adopted by the Board on May 1, 2018, directs the County Mayor to disclose to the Board the reasons goods and services are not being procured through local businesses when the recommendation is to award a contract to a non-local vendor or to establish a prequalification pool where less than 75 percent of the pool members are local businesses.

<http://intra/gia/matter.asp?matter=180822&file=true&yearFolder=Y2018>

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Implementing Order No. 3-38 sets forth the County's processes and procedures for the purchase of goods and services. The I.O. outlines: the roles and responsibilities of the Internal Services Department; the methods of purchasing goods and services; the authority to award and modify contracts; and the requirements for access contracts, emergency purchases, bid waivers, confirmation purchases and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services

FISCAL IMPACT

The fiscal impact for the projected four-year and three-month term is \$48,283,000; this amount includes a 15 percent contingency to address any unforeseen work that may be required during project implementation. The contract will be funded with Financing Proceeds and includes a payment schedule.

ANALYSIS

This item is requesting approval to award a contract to Accenture, LLP for the implementation of an ERP Solution for an anticipated term of four years and three months in an amount of \$48,283,000 for the Information Technology Department. Accenture is a limited liability partnership organized and existing under the laws of the State of Illinois, having its principal office at 161 North Clark Street, Chicago, Illinois.

The Request for Proposals for the ERP Solution was advertised on July 7, 2015. Five proposals were received in response to the solicitation. The purpose of the solution is to migrate the County's financial, procurement, human resources, and payroll systems to the PeopleSoft platform. The budget system (Hyperion) will be updated and integrated with the PeopleSoft applications. The ERP Solution will be implemented in five phases.

The County has contracted with Accenture to procure a new ERP Solution in order to enhance its enterprise capabilities using 21st century state-of-the-art technology and to embrace modern business practices suited for an expanding, diverse technological environment. The County's current financial and administrative systems, FAMIS and ADPICS, have reached the end of their useful life. The County has acquired various Oracle and ERP software products that it intends to leverage through implementation of this contract to promote more efficient business processes. The implementation will evaluate current business processes, implement Oracle products with minor customizations and enable workflows to satisfy the County's business and technical requirements.

Some of the County's goals for the ERP implementation include the following:

- Leverage the County's investment in its Oracle products;
- Migrate County Financial (FAMIS), Procurement (ADPICS), Human Resources, Time & Leave and Payroll systems to the PeopleSoft platform, including related data conversion;
- Implement the solution through the appropriate business process reviews, testing, documentation, training, knowledge transfer, change control, change management and communications;
- Streamline business processes by deploying best practices of the latest application release functionality through system integration and capabilities;
- Review the existing County Chart of Accounts structure/reporting levels and County data requirements in order to provide guidance and coordination for migration of the County to a chart of accounts structure that better meets the financial information needs of the County and is in compliance with the State of Florida Uniform Chart of Accounts;

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- Improve departmental integration by reducing paper-based processes, redundancy of data input and retention and providing unified and integrated access to information for business decisions;
- Train technical and functional support staff to support the new environment and document appropriately the solution/configuration maintenance areas; and
- Improve the County's preparedness for a disaster by having the ability to remote access to the ERP System to complete all critical business transactions on off-site back-ups and to facilitate disaster recovery by having applications and data in one integrated system.

The contract includes an Internal Services Department Small Business Development Division SBE/GS goal of 15 percent. The assigned commodity code for the solicitation is 92045. A search of the Small Business Enterprise Goods and Services Certified Firms by Trade Code List dated June 11, 2018 found the following firms:

- Amiritech Group LLC
- ATS Com Inc.
- Computer Based Associated Inc.
- Geek USA LLC
- Giganetworks Inc.
- Insinet Group LLC
- Meridian Partners LLC
- RPR Empire Corp
- The Ashvins Group
- Trust Technology Solutions
- Visual Data Solutions Inc

ADDITIONAL INFORMATION

The U.S. Department of the Navy awarded Accenture five task orders under an indefinite-delivery, indefinite-quantity contract to provide information technology support and training for the Navy Enterprise Resource Planning system. <https://newsroom.accenture.com/industries/health-public-service/accenture-awarded-19-million-contract-to-enhance-navy-enterprise-resource-planning-system.htm>

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**Item No. 3D
File No. 181256**

Researcher: BM Reviewer: TD

RESOLUTION APPROVING AWARD OF CONTRACT NO. FB-00642 FOR PURCHASE OF BALLOT ON DEMAND PRINTER RENTALS FOR MIAMI-DADE ELECTIONS DEPARTMENT IN A TOTAL AMOUNT NOT TO EXCEED \$5,910,000.00 FOR AN INITIAL TERM OF FOUR YEARS AND ONE, FOUR-YEAR OPTION TO RENEW TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO GIVE NOTICE OF THIS AWARD, ISSUE THE APPROPRIATE PURCHASE ORDER TO GIVE EFFECT TO SAME AND EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE CODE AND IMPLEMENTING ORDER 3-38

ISSUE/REQUESTED ACTION

Whether the Board should approve this Resolution approving award of Contract No. FB-00642, Ballot on Demand Printer Rentals, for the Elections Department (Elections) in a total amounts not to exceed \$2,955,000 over the initial four-year term and \$2,955,000 for one, four-year option to renew term.

APPLICABLE LEGISLATION/POLICY

Florida Statutes, 101.294, Purchase Sale Voting Equipment, relates to the voting equipment used by governing bodies and the required certification of such equipment.

http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=voting+equipment&URL=0100-0199/0101/Sections/0101.294.html

Section 2-8.1 of the County Code requires formal sealed bids for purchases over \$250,000; describes the circumstances under which non-competitive purchases may be approved; establishes requirements for legacy purchases, designated purchases, and single vehicle leases; provides that procurement procedures shall be established by I.O. and approved by the Board.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Implementing Order 3-38 governs the County's processes and procedures for the purchase of goods and services including professional services. It establishes the roles and responsibilities of the Internal Services Department, methods of purchasing goods and services, and the authority to award contracts. Contains requirements for access contracts, emergency purchases, bid waivers, confirmation purchases, and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

Resolution No. R-1011-15, adopted on November 3, 2015, directs the County Mayor or County Mayor's designee to require that vendors provide addresses of all local branch offices and headquarters and the number and percentage of local residents such vendors employ; and directed the County Mayor or County Mayor's designee to include such information in a memorandum to the Board pertaining to a vendor being recommended for contract award.

<http://intra/gia/matter.asp?matter=152271&file=true&yearFolder=Y2015>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, is a Resolution directing the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://www.miamidade.gov/govaction/legistarfiles/Matters/Y2012/120287.pdf>

**GOC Meeting: June 12, 2018
Research Notes**

PROCEDURAL HISTORY

Prime Sponsor: None

Requester/Department: Internal Services

This item has no procedural history.

FISCAL IMPACT

If approved, the fiscal impact to the County from this item is an estimated cumulative value of \$5,910,000 for total of eight years. Total value is comprised of one, four-year initial term at a value of \$2,955,000 and one, four-year term, option to renew at a value of \$2,955,000. The option to renew is at the County's sole discretion.

ANALYSIS

This item will approve a competitive contract award for Elections. Contract No. FB-00642, Ballot on Demand Printer Rentals, will be used to deploy Ballot on Demand printers to Early Voting sites throughout the County. This rental contract will be utilized for the short-term rental of units in elections where the number of Early Voting sites increases and/or ballot length requires additional printers to expedite the voting process. This is a mission critical service to the Department as it will provide for the ability to print and audit accurate, highly legible ballots for the growing needs of the Department. These printers allow the Department to print hundreds of ballot on demand while voters wait in line.

The Elections Department is responsible for ensuring that elections are free, fair, accurate, continent, transparent, and accessible to voters throughout Miami-Dade County. In accordance with Florida Statutes, the department administers, prepares, conducts and tabulates in a correct, uniform and impartial manner all federal, state, county, and municipal elections.

The recommended vendor, Election Systems & Software, LLC, will be responsible for providing a complete, integrated solution that automates ballot printing, duplication, tracking and reporting for all facets of the County's early voting. Below is a summary of the recommended vendor as it relates to the Ballot on Demand Printer Rental:

- Delivery of the printers
- Installation of all hardware and software
- Configuration, implementation, and maintenance
- Training and support services

Results of Open Competition:

The County issued an invitation to bid in order to identify potential proposers and relevant price information. Approximately 500 vendors were notified. Only two responses were received, one of which was a "No Bid". Due to the requirements set by state law, limited vendors are able capable of providing the unique and specialized equipment.

The responding vendor, which is the recommended vendor, is not local. Pursuant, to Resolution No. R-1011-15, Election Systems & Software, LLC, does not currently employ any Miami-Dade residents.

On June 11, 2018 the OCA performed a vendor search by commodity code 98587 - Rental Or Lease Of Voting Machines resulting in no Certified Small Business Enterprises listed.

Election Systems & Software, LLC, with a principle address in Omaha, Nebraska, is the vendor recommended. This vendor does not have a local address or local Miami-Dade County employees hired.

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Research Notes

A June 11, 2018 search on sunbiz.org (Florida Department of State, Division of Corporations website) for Election Systems & Software, LLC listed the vendor as an active foreign Limited Liability Company with a principal address of 11208 John Galt Blvd, Omaha, NE, 68137.

<http://search.sunbiz.org/Inquiry/CorporationSearch/SearchResultDetail?inquirytype=EntityName&directionType=Initial&searchNameOrder=ELECTIONSYSTEMSSOFTWARE%20M120000017360&aggregateId=forl-m12000001736-c541d21a-c443-48af-8b50-99d18149770e&searchTerm=elections%20systems%20%26%20software&listNameOrder=ELECTIONSYSTEMSSOFTWARE%20F940000047721>

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 3E
File No. 181277**

Researcher: BM Reviewer: TD

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY UNDER CONTRACT NO. RFP-00766 FOR THE PURCHASE OF ENERGY UTILITY BILLING MANAGEMENT SYSTEM FOR THE INTERNAL SERVICES DEPARTMENT IN A TOTAL AMOUNT UP TO \$574,000.00 FOR THE OPTION TO RENEW PERIODS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

ISSUE/REQUESTED ACTION

Whether the Board should approve a resolution additional expenditure authority for Contract No. RFP-00766, Energy Utility Billing Management System, provided by EnergyCap, Inc. (EnergyCap) for the Internal Services Department (ISD) in the amount of \$574,000 for third and fourth option to renew terms.

APPLICABLE LEGISLATION/POLICY

Section 2-8.1 of the County Code, Contracts and purchases generally, relates to the bid requirement for certain purchases. Per the County Code, the Board of County Commissioners, upon written recommendation of the Mayor or Mayor's designee, may, by resolution adopted by two-thirds vote of the members present, waive competitive bidding when it finds this is to be in the best interest of the County.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Implementing Order 3-38, Master Procurement Implementing Order, establishes the roles and responsibilities of the Internal Services Department (ISD), methods of purchasing goods and services, and the authority to award contracts. Additional policies and procedures relating to the County's procurement processes are detailed in the ISD Procurement Guidelines, other A.O.s and the County Code.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

Resolution No. R-98-12, adopted by the Board on January 26, 2012, directs the County Mayor to negotiate better prices on all awarded contracts for the purchase of goods and services and prior to the exercise of any options-to-renew.

<http://intra/gia/matter.asp?matter=112444&file=true&yearFolder=Y2011>

Resolution No. R-1047-11, adopted by the Board on December 6, 2011, ratified the contract to obtain a turnkey enterprise Utility Billing Management System.

<http://intra/gia/legistarfiles/MinMatters/Y2011/112348min.pdf>

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Internal Services Department

This item has no procedural history.

**GOC Meeting: June 12, 2018
Research Notes**

FISCAL IMPACT

The \$574,000 additional expenditure allocation request is the need to expand services for the Water and Sewer Department (WASD) bill processing and consumption analysis. The amount for the WASD is \$122,000. Also included in the allocation is \$452,000 for the third and fourth option to renew terms. If approved by the Board, the cumulative contract value will be \$1,691,000 and will expire on October 31, 2022.

Per information found in the Bid Tracking System on June 8, 2018, \$232,960 has been allocated to the current contract's Blanket Purchase Order, of which \$156,640 has been released leaving a balance of \$76,320.

ANALYSIS

Contract No. RFP-00766, Energy Utility Billing Management System, for ISD was approved by the Board on December 6, 2011, pursuant to Resolution No. R-1047-11 for a five-year term with two, two-year option to renew. The contract is currently in its second option to renew expiring on October 31, 2018.

The system provides unlimited user software license, configuration, historical data transfer, integration with the County's financial systems, testing, implementation, training and subsequent software maintenance and support services. It allows the County to analyze energy consumption based on numerous factors such a data normalization for weather conditions, actual versus estimated usage, and meter data.

The request for additional expenditure is due to the need to expand services for WASD bill processing and consumption analysis. The expansion is inclusive of necessary license meter setup, and interfacing necessary to allow WASD to import, validate, and audit water bills and transition to a comprehensive automated water bill database and reporting system. Moreover, approval of the option to renew terms will ensure continuity of maintenance and support services for the Utility Billing Management System.

The ISD conducted market research to look for comparable contracts and alternative Energy Utilities Billing Management Systems. There are existing contracts with government entities in place. However, none of the contracts are similar in scope to the services provided to the County. Moreover, there were also other vendors who provide similar billing management systems. However, the maintenance and support services are not available through other sources and the software and associated maintenance support services are proprietary to EnergyCap. Based on the market research conducted, it was concluded that it is in the County's best interest to continue the contract with EnergyCap.

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 3F
File No. 181288**

Researcher: MF Reviewer: TD

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00580 IN A TOTAL AMOUNT UP TO \$9,937,000.00 HYDRAULIC PARTS, SUPPLIES, AND REPAIRS FOR VARIOUS COUNTY DEPARTMENT FOR A TERM OF EIGHT YEARS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

ISSUE/REQUESTED ACTION

Whether the Board should authorize the establishment of pre-qualification pool RTQ-00580 in a total amount of up to \$9,937,000.00 for Hydraulic Parts, Supplies, and Repairs for various County departments for a term of eight years.

APPLICABLE LEGISLATION/POLICY

Miami-Dade County Code, Section 2-8.1, requires formal sealed bids for purchases over \$250,000; describes the circumstances under which competitive bidding may be waived; establishes requirements for legacy purchases, designated purchases, and provides that procurement procedures shall be established via an Implementing Order.

https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Miami-Dade County Code, Section 29-124(f), provides that “[n]o surtax proceeds may be used to pay the costs of a contract unless the Trust has submitted a recommendation to the County Commission regarding said contract award.”

http://miamidade.fl.elaws.us/code/coor_ptiii_ch29_artxvi_sec29-124

Implementing Order No. 3-38 governs the County's processes for the purchase of goods and services including professional services. It establishes the roles and responsibilities of the Internal Services Department, methods of purchasing goods and services, and the authority to award contracts. It contains requirements for access contracts, emergency purchases, bid waivers, confirmation purchases, and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

Resolution R-187-12 directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

Resolution R-140-15 directs the County Mayor to conduct a full review, prior to re-procurement of replacement contracts for goods or services of the scopes of services or goods requested to ensure such contracts reflect the current needs of the County.

<http://intra/gia/matter.asp?matter=150090&file=true&yearFolder=Y2015>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services Department

The proposed resolution has no procedural history.

**GOC Meeting: June 12, 2018
Research Notes**

FISCAL IMPACT

According to the Fiscal Impact Statement, the fiscal impact for the eight-year term is \$9,937,000. The current pool, 7271-0/18, is valued at \$13,882,000 for a ten-year term and expires on February 28, 2019. The allocation under the pool is lower than the previous contract due to lower projected usage during the pool's term.

Per information found in the Bid Tracking System on June 11, 2018, \$13,881,200 has been allocated to the current contract's Blanket Purchase Order, of which \$10,617,077 has been released leaving a balance of \$3,264,122.

ANALYSIS

The proposed resolution seeks the Board's approval for the establishment of a pre-qualification pool, RTQ-00580, Hydraulic Parts, Supplies and Repairs, for the following County departments: Aviation, Corrections and Rehabilitation, Fire Rescue, Internal Services, Parks, Recreation and Open Spaces (PROS), PortMiami, Public Housing and Community Development (PHCD), Solid Waste Management, Transportation and Public Works, Water and Sewer.

Pre-qualified vendors will be invited to participate in future spot market competitions. The pool will remain open for the term of the RTQ, enabling vendors to qualify at any time after the initial RTQ opening date. Currently, Contract No. 7271-0/18 for Hydraulic Parts, Supplies, and Hydraulic Repair Services, is used to procure these goods and services. This contract is currently under its initial nine-year term with no options to renew.

A Request to Qualify was issued under full and open competition. The solicitation was divided into four groups:

- Group 1, Hydraulic Parts;
- Group 2, Hydraulic Repairs;
- Group 4, Hydraulic Parts for the PHCD; and
- Group 4, Hydraulic Repairs for the PHCD.

Six vendors responded to the solicitation and all six are being recommended for inclusion in the pools as set forth in the table below:

Awardee	Principal Address	Principal	Group(s) Awarded	Sunbiz Registration
B&G Auto Parts Warehouse, Inc.	2013 SW 1 Street Miami, FL	Manuel Gomez, Jr.	Group 1	Active since 4/15/85
Hydraulic Sales & Service, Inc.	3700 NW South River Drive Miami, FL	Cleveland H. Jones	Groups 1, 2, 3, and 4	Active since 2/22/71
Aero Hardware & Supply dba Hydraulic Supply Co.	300 International Parkway Sunrise, FL	James H. Inglis	Groups 1, 2, 3, and 4	Active since 1/2/58
Jobbers' Equipment Warehouse, Inc.	5440 NW 78 Avenue Miami, FL	Ronald M. Ahearn	Groups 1, 2, 3, and 4	Active since 6/29/62
Ramar Enterprises of Broward, Inc. dba L&L Distributors, LLC	1511 North Powerline Road Pompano Beach, FL	Raymond Marchesiello	Group 1	Active since 1/8/03

**GOC Meeting: June 12, 2018
Research Notes**

Power Brake Exchange, Inc.	8493 NW 64 Street Miami, FL	Thomas C. Kennedy	Groups 1 and 2	Active since 4/28/71
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This item is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). The Board may only consider this item if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the Board prior to the date scheduled for Board consideration or 45 days have elapsed since the issuance of this recommendation. If CITT has not forwarded a recommendation and 45 days have not elapsed since the issuance of this recommendation, a withdrawal of this item will be requested.

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and that there are no performance and compliance issues. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

An online search was conducted for contracts with the same scope of service from other governmental agencies. The search revealed that Broward County has one contract for hydraulic maintenance and repair. However, this contract is meant to service Stanley Hydraulic Equipment only; the amount of the contract is for \$16,000. Staff contacted Broward County and was informed that this contract will not be renewed. The City of Miami currently utilized the County's current contracts 7271-0/18 and RTQ-00095 (hydraulic parts and repair services for mobile equipment for \$3,040,000). Staff contacted the State of Florida and was informed that they do not have a contract in place for this type of commodity.

Pursuant to Resolution No. R-140-15, prior to re-procurement, a full review of the scope of services was conducted to ensure the replacement pool reflects the County's current needs. The review included conducting market research, posting a draft solicitation for industry comment, and holding meetings and drafting sessions with the user department.

A review of the County's SBE list of certified vendors conducted on June 7, 2018, under the commodity code 06061 – Hydraulic System Components and Parts, Automotive, resulted in seven SBE vendors:

- Ares Construction Corp.
- Earl Hagood, Inc.
- Hadonne Corp.
- Leadex Corporation
- P.S. Systems, Inc.
- PER Car Inc.
- The Tool Place Corp.

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 3G
File No. 181328**

Researcher: MF Reviewer: TD

RESOLUTION AUTHORIZING ADDITIONAL TIME OF FOUR YEARS AND EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$5,526,000.00 FOR PREQUALIFICATION POOL NO. 6277-0/12 FOR PURCHASE OF MARINE SERVICES AND EQUIPMENT RENTAL FOR COUNTY DEPARTMENTS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

ISSUE/REQUESTED ACTION

Whether the Board should authorize additional time of four years and expenditure authority in a total amount of up to \$5,526,000.00 for pre-qualification pool 6277-0/12 for the purchase of marine services and equipment rental for County departments.

APPLICABLE LEGISLATION/POLICY

Miami-Dade County Code, Section 2-8.1, requires formal sealed bids for purchases over \$250,000; describes the circumstances under which competitive bidding may be waived; establishes requirements for legacy purchases, designated purchases, and provides that procurement procedures shall be established via an Implementing Order.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIIICOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Implementing Order No. 3-38 governs the County's processes for the purchase of goods and services including professional services. It establishes the roles and responsibilities of the Internal Services Department, methods of purchasing goods and services, and the authority to award contracts. It contains requirements for access contracts, emergency purchases, bid waivers, confirmation purchases, and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

Resolution R-187-12 directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/matter.asp?matter=120287&file=true&yearFolder=Y2012>

Resolution No. R-161-13, adopted by the Board, on March 3, 2013, authorized modification of competitive contracts for purchase of goods and services in a total amount of up to \$9,060,300.

<http://intra/gia/matter.asp?matter=130171&file=true&yearFolder=Y2013>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services Department

The proposed resolution has no procedural history.

GOC Meeting: June 12, 2018
Research Notes

FISCAL IMPACT

The pool term expires on August 31, 2018 and has a cumulative allocation of \$23,706,000 for a term of 10 years and nine months. If this request is approved, the pool will have a modified cumulative value of \$29,232,000 and will expire on August 21, 2022. The requested allocation for the extension period is based on anticipated expenditures.

Per information found in the Bid Tracking System on June 11, 2018, \$23,705,512 has been allocated to the current contract's Blanket Purchase Order, of which \$19,166,960 has been released leaving a balance of \$4,538,551.

ANALYSIS

The proposed resolution seeks to authorize additional time of four years and expenditure authority in a total amount of up to \$5,526,000.00 for pre-qualification pool 6277-0/12 for the purchase of marine services and equipment rental for County departments. The current pool was established to pre-qualify bidders 10 years and 6 months ago, and it expired on May 31, 2018. County departments utilize this pool to purchase marine services and equipment rentals needed to maintain marinas, relocate coral reefs, create artificial reefs, carry out underwater salvage and berth/intercoastal re-alignment projects, stabilize shorelines and repair and improve meetings and seawalls.

There are currently 13 pre-qualified vendors, of which six have a local address and one is a Certified Small Business Enterprise. It is necessary to utilize a pool that includes both local and non-local vendors in order to have sufficient availability of services to support departmental operations.

Vendor	Principal Address	Principal	Sunbiz Registration
Adventure Environmental, Inc.	10 Pigeon Drive Key Largo, FL	Christopher L. Colarusso	Active since 7/18/97
Blackwater Divers, Inc.	1610 Newport Avenue Deland, FL	Leivy Bosinski	Active since 3/23/10
Blue Water Marine Services, Inc. (SBE)	23950 SW 129 Avenue Miami, FL	Yoslaine Otero	Active since 11/21/94
Callaway Marine Technologies	2765 Vista Parkway Building H-4 West Palm Beach, FL	Charles E. Callaway	Active since 4/19/2000
Dock and Marine Construction, Corp.	752 NE 79 Street Miami, FL	Glen Larson	Active since 8/1/2000
Ebsary Foundation Co.	2154 NW North River Drive, Miami, FL	Scott A. Alfele	Active since 8/8/1930
Ground Works Solutions, Inc.	601 Bayshore Boulevard Suite 850, Tampa, FL	Richard Kelecyc	Active since 2/4/11
Industrial Divers Corp., Inc.	2901 SW 3 Ave., Unit 5 Fort Lauderdale, FL	Frances Galletta	Active since 12/19/84
Kearns Construction Company	4010 Braganza Avenue Coconut Grove, FL	Charles S. Kearns	Active since 2/12/2001
Manson Construction Co.	5209 E. Marginal Way South Seattle, WA	Gary L. Kendricks	Active since 8/20/97
Orion Marine Construction, Inc.	5440 W. Tyson Avenue Tampa, FL	Mark R. Stauffer	Active since 2/8/67
Pac Comm, Inc.	4226 SW 70 Court Miami, FL	Emmanuel Pacin	Active since 12/1/05
Shoreline Foundation, Inc.	2781 SW 56 Avenue Pembroke Park, FL	Barry S. Reed	Active since 6/2/96

GOC Meeting: June 12, 2018
Research Notes

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine vendor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to vendor responsibility.

A review of the County's SBE list of certified vendors conducted on June 11 2018, under the commodity code 97521 – Rental or Lease of Boats, Motors and Marine, resulted in zero SBE vendors.

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 3H
File No. 181334**

Researcher: PGE Reviewer: TD

RESOLUTION AUTHORIZING THE MAYOR OR MAYOR'S DESIGNEE TO EXECUTE AN ENERGY PERFORMANCE CONTRACT AND SERVICE AGREEMENT WITH HONEYWELL, INC. AND TO ENTER INTO A THIRD-PARTY FINANCING AGREEMENT IN AN AMOUNT NOT TO EXCEED \$18,548,042.00 TO IMPLEMENT ENERGY CONSERVATION MEASURES AT SIX COUNTY-OWNED FACILITIES

ISSUE/REQUESTED ACTION

Whether the Board should (1) approve an Energy Performance Contract and Service Agreement with Honeywell, Inc. for the purpose of implementing energy conservation measures for County-owned facilities in an amount of up to \$18,548,042 and (2) authorize the County Mayor to enter into and execute a financing agreement for the financing of the contract cost.

APPLICABLE LEGISLATION/POLICY

Section 489.145 of the Florida Statutes sets forth the State of Florida's guaranteed energy, water and wastewater performance savings contracting policy and procedures. The Legislature finds that investment in energy, water, and wastewater efficiency and conservation measures in agency facilities can reduce the amount of energy and water consumed and wastewater produced and produce immediate and long-term savings. It is the policy of the state to encourage each agency to invest in energy, water, and wastewater efficiency and conservation measures to minimize energy and water consumption and wastewater production and maximize energy, water, and wastewater savings. It is further the policy of the state to encourage agencies to reinvest any savings resulting from energy, water, and wastewater efficiency and conservation measures in additional energy, water, and wastewater efficiency and conservation measures.

Under Section 489.145, a guaranteed energy, water and wastewater performance savings contractor must be selected in compliance with s. 287.055, except that if fewer than three firms are qualified to perform the required services, the requirement for agency selection of three firms, as provided in s. 287.055(4)(b) and the bid requirements of s. 287.057 do not apply.

http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0400-0499/0489/0489.html

Resolution No. R-795-12, adopted by the Board on October 2, 2012, authorized the County Mayor to execute the U.S. Department of Energy's Better Buildings Challenge Community Partnership Agreement and amendments thereto.

<http://intra/gia/matter.asp?matter=121751&file=true&yearFolder=Y2012>

Resolution No. R-740-08, adopted by the Board on July 1, 2008, authorized the creation of an energy performance contracting program pursuant to State of Florida Statute 489.145 in the amount of \$40,000,000 for a five-year period and waived competitive bidding to authorize the County Mayor to enter contracts valued at less than \$1,000,000 with vendors in the State of Florida pool of firms prequalified to perform guaranteed energy performance contracting services and authorized the County Mayor to enter into leasing or other financial arrangements with third parties to finance the purchases.

<http://intra/gia/matter.asp?matter=081720&file=true&yearFolder=Y2008>

PROCEDURAL HISTORY

Prime Sponsor: N/A

Department/Requester: Internal Services

FISCAL IMPACT

The total energy and operational cost avoidance over the term of the contract is equal to or greater than \$18,548,042.

GOC Meeting: June 12, 2018
Research Notes

ANALYSIS

This item is requesting approval of an Energy Performance Contract and Service Agreement with Honeywell, Inc. and administrative authority to enter into a third-party financing agreement in an amount not to exceed \$18,548,042 to implement energy conservation measures at County-owned facilities. The facilities covered under the project scope are: (1) Joseph E. Caleb Center; (2) Downtown Miami Cultural Center; (3) Medical Examiner’s Building; (4) Overtown Transit Village North; (5) Overtown Transit Village South; and (6) the Stephen P. Clark Center. The Internal Services Department manages the facilities.

On July 17, 2017 Honeywell, Inc. was selected to conduct an energy survey and provide an Investment Grade Audit Report of the above-mentioned facilities. Honeywell International Inc. is a foreign for-profit corporation, having a principal address at 115 Tabor Road, Morris Plains, New Jersey, per the Florida Department of State Division of Corporations website (sunbiz.org). Pursuant to the audit, Honeywell recommends certain energy conservation measures at the facilities and summarizes the costs of those measures. The audit ultimately provides an estimate of the amount of cost savings resulting from the energy conservation measures. The County finds that the amount it would spend on energy conservation measures would not likely exceed the amount of the cost savings for up to 20 years after the date of installation based on the calculations required under Florida law.

The table below summarizes the energy conservation measures that will be implemented under the project’s scope of work across the covered facilities for the 16-year term.

Facility	Energy Conservation Measures
Caleb Center	Lighting retrofits; building envelope weatherization; chiller plant replacements; electric boiler room replacements; chilled water air handling unit replacements; building automation systems; variable frequency drives for air handling units; FPL rate shift; and roof replacements
Medical Examiner	Lighting retrofits; water conservation; building envelope weatherization; and natural gas boiler replacements
Cultural Center	Lighting retrofits; water conservation; building envelope weatherization; electric boiler replacements; building automation systems; and transformers
Stephen P. Clark Center	Lighting retrofits; water conservation; and transformers
Overtown Transit Village	Lighting Retrofits; water conservation; building automation systems; and variable frequency drives for air handling units

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 31
File No. 181354**

Researcher: BM Reviewer: TD

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00798 IN A TOTAL AMOUNT UP TO \$2,370,000.00 FOR THE PURCHASE OF TRUCK SCALE PURCHASE, MAINTENANCE AND REPAIR FOR VARIOUS COUNTY DEPARTMENTS FOR A TEN-YEAR TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO SOLICIT PRICING, AWARD CONTRACTS, EXERCISE ALL PROVISIONS OF THE SOLICITATION DOCUMENTS AND ANY RESULTING CONTRACTS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38, AND ADD VENDORS TO THE POOL AT ANY TIME, SUBJECT TO RATIFICATION BY THE BOARD ON A BI-ANNUAL BASIS

ISSUE/REQUESTED ACTION

Whether the Board should approve a resolution establishing prequalification pool, RTQ-00798, Truck Scale Purchase, Maintenance and Repair, for the Department of Solid Waste Management and PortMiami at a value of \$2,370,000 for a ten-year term.

APPLICABLE LEGISLATION/POLICY

Section 2-8.1 of the County Code (Contracts and Purchases Generally) applies to all contracts for public improvements and purchases of all supplies, materials and services other than professional services and (1) requires formal sealed bids for purchases over \$250,000; (2) describes the circumstances under which non-competitive purchases may be approved; (3) establishes requirements for legacy purchases, designated purchases, and single vehicle leases; and (4) provides that procurement procedures shall be established by I.O. and approved by the Board.

https://library.municode.com/fl/miami_-_dade_county/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE

Implementing Order No. 3-38 sets forth the County's processes and procedures for the purchase of goods and services. The I.O. outlines: the roles and responsibilities of the Internal Services Department; the methods of purchasing goods and services; the authority to award and modify contracts; and the requirements for access contracts, emergency purchases, bid waivers, confirmation purchases and sole sources.

<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/IO3-38.pdf>

Resolution No. R-187-12, adopted by the Board on February 21, 2012, directs the County Mayor to include due diligence information in memoranda recommending certain contract awards.

<http://intra/gia/legistarfiles/MinMatters/Y2012/120287min.pdf>

Resolution No. R-140-15, adopted on February 3, 2015, directs the County Mayor or County Mayor's designee to conduct a full review, prior to re-procurement of replacement contracts for goods or services of the scopes of services or goods requested to ensure such contracts reflect the current needs of the County, to include information in recommendations to the Board, and to consult with the Small Business Development Division regarding solicitation and contract language.

<http://intra/gia/matter.asp?matter=150090&file=true&yearFolder=Y2015>

**GOC Meeting: June 12, 2018
Research Notes**

Resolution No. R-1011-15, adopted on November 3, 2015, directs the County Mayor or County Mayor's designee to require that vendors provide addresses of all local branch offices and headquarters and the number and percentage of local residents such vendors employ; and directed the County Mayor or County Mayor's designee to include such information in a memorandum to the Board pertaining to a vendor being recommended for contract award.

<http://intra/gia/matter.asp?matter=152271&file=true&yearFolder=Y2015>

Resolution No. R-477-18, adopted by the Board on May 1, 2018, directs the County Mayor or the County Mayor's designee to disclose to the Board reasons goods and services are not being procured through local businesses when the recommendation is to award a contract to a non-local vendor or to establish a prequalification pool of vendors where less than 75 percent of the pool members are local businesses.

<http://intra/gia/matter.asp?matter=180822&file=true&yearFolder=Y2018>

PROCEDURAL HISTORY

Prime Sponsor: None

Department/Requester: Internal Services Department

This item has no procedural history.

FISCAL IMPACT

The fiscal impact for the establishment of Prequalification Pool RTQ-00798, Truck Scale Purchase, Maintenance and Repair, for the Department of Solid Waste Management and PortMiami, for a ten-year term is \$2,370,000. The funding will be provided by proprietary funds.

A search on the Bid Tracking System on June 7, 2018, as it relates to the current prequalification pool 8143-0/18, resulted in the following information: \$2,362,999 has been allocated to the contract's Blanket Purchase of which \$1,600,735 has been released, leaving a balance of \$762,265. The pool has a current value of \$2,417,000 and expires on August 31, 2018.

An annual cost allocation is provided below to compare the current prequalification pool and the proposed prequalification pool.

Prequalification Pool	Term	Contract Value	Annualized Cost
Current Pool: 8143-0/18	5.5 Years	\$2,417,000	\$439,455
Proposed Pool: RTQ-00798	10 Years	\$2,370,000	\$237,000

Per the Mayoral memo, the allocation under the replacement pool is lower due to the prior use and forecasted demand.

ANALYSIS

The proposed Prequalification Pool RTQ-00798, Truck Scale Purchase, Maintenance and Repair, is a for a ten-year term, at a value of \$2,370,000. The pool would provide Solid Waste and PortMiami with prequalified vendors capable of performing routine maintenance and repairs on the existing motor truck and deep pit scales and the option to purchase new truck scales as needed. This is an open pool and will remain open, allowing qualified vendors to be added once they have completed the prequalification criteria.

**GOC Meeting: June 12, 2018
Research Notes**

The purpose of this solicitation is to establish a contract for the replacement of motor truck deep pit and above ground scales, and for the preventive maintenance, repair and calibration for new and existing scales.

The contract will consist of two groups as specified below:

- 1. Group A** – Pre-Qualification and Subsequent Spot Market Quotations for Replacement of Motor Truck Deep Pit and Above Ground Scales.
- 2. Group B** – Quarterly Preventative Maintenance Services to include inspection, testing, and calibration of the scales. The awarded Bidder shall also perform repair and emergency services as determined necessary by the County, for a separate fee from the preventative maintenance services.

Solid Waste Department has more than 20 motor truck and deep pit scales located through the County are used to weigh incoming and outgoing garbage, trash trucks and trailers.

PortMiami truck scales are located in self-contained, self-service weighing terminals with touch screen kiosks.

Results of Outreach efforts: The County reached out to approximately 1,750 vendors registered under the corresponding commodity code. Of the total vendors, 160 were considered local vendors. In response to its solicitation regarding the prequalification pool, the county received responses from four vendors. Three vendors are currently recommended for inclusion into the prequalification pool while one is pending submission of required documents.

Of the three recommended vendors, two vendors, Cardinal Scale Manufacturing Company and Scale-Rite, Inc., are awarded under the current prequalification pool, 8143-0/18. Only one of the recommended vendors, Scale-Rite, Inc., has a local address.

The prequalification pool is intended to remain open and will remain advertised on the County website for possible inclusion of other vendors. Below is a summary of the vendor submission information:

Vendor	Local Address	Prequalification Status
ScaleMen of Florida, Inc.	No	Prequalified for Pool
Cardinal Scale Manufacturing Company	No	Prequalified for Pool
Scale-Rite, Inc.	Yes	Prequalified for Pool

A search of the Miami-Dade County Small Business Enterprise Certified Firms list, on June 7, 2018, resulted in no CBEs firms under commodity code no. 93879 – Maintenance and Repair of Scales.

ADDITIONAL INFORMATION

OCA searched on the Florida Department of State Division of Corporations website (Sunbiz.org) and determined that all of the recommended vendors were registered and active to do business in the state of Florida.

**GOC Meeting: June 12, 2018
Research Notes**

**Item No. 3J
File No. 180707**

Researcher: JFP Reviewer: TD

RESOLUTION AUTHORIZING HISTORIC PRESERVATION AD VALOREM TAX EXEMPTION FOR THE REHABILITATION OF 4041 COLLINS AVENUE, MIAMI BEACH, FLORIDA, PURSUANT TO SECTION 196.1997, FLORIDA STATUTES, AND SECTION 16A-18 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; DIRECTING THE MAYOR OR DESIGNEE TO EXECUTE AND RECORD COVENANT; AND AUTHORIZING MAYOR OR MAYOR'S DESIGNEE TO EXERCISE PROVISIONS CONTAINED THEREIN

ISSUE/REQUESTED ACTION

Whether the Board should authorize the ad valorem tax exemption for the historic hotel located at 4041 Collins Avenue, Miami Beach, Florida, pursuant to the provisions of Florida Statutes 196.1997 and Section 16A-18 of the Code of Miami-Dade County, as the property is of architectural significance and has been deemed a local historic site.

APPLICABLE LEGISLATION/POLICY

Florida Statutes Section 196.1997 (Ad valorem tax exemptions for historic properties) states that the board of county commissioners of any county or the governing authority of any municipality may adopt an ordinance to allow ad valorem tax exemptions (under s. 3, Art. VII of the State Constitution) to historic properties if the owners are engaging in the restoration, rehabilitation, or renovation of such properties in accordance with guidelines established in this section.

http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=196.1997&URL=0100-0199/0196/Sections/0196.1997.html

Section 16 of the Code of Miami-Dade County declares as a matter of public policy that the protection, enhancement and perpetuation of properties of historical, cultural, archaeological, paleontological, aesthetic and architectural merit are in the interests of the health, prosperity and welfare of the people of the County.

Section 16A-18 of the Code of Miami-Dade County states:

- a) Scope of tax exemptions. A method is hereby created for the Board of County Commissioners, at its discretion, to allow tax exemptions for the restoration, renovation, or rehabilitation of historic properties. The exemption shall apply to one hundred (100) percent of the assessed value of all improvements to historic properties which result from restoration, renovation, or rehabilitation made on or after the effective date of this ordinance. The exemption applies only to taxes levied by Metropolitan Miami-Dade County.
- b) Duration of tax exemptions. Any exemption granted under this section to a particular property shall remain in effect for ten (10) years. The Board of County Commissioners shall have the discretion to set a lesser term if requested by the property owner in its original application and covenant. The term of the exemption shall be specified in the resolution approving the exemption.

https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIICOOR_CH16AHIPR

Resolution No. R-974-09, adopted by the Board on July 21, 2009, directs that any resolution authorizing the execution of instruments creating a County interest in real property shall require such instruments to be recorded in the public records of Miami-Dade County.

<http://www.miamidade.gov/cob/library/Registry/Resolutions/Board-of-County-Commissioners/2009/R-974-09.pdf>

**GOC Meeting: June 12, 2018
Research Notes**

PROCEDURAL HISTORY

Prime Sponsor: Sally A. Heyman, District 4

Department/Requester: Regulatory and Economic Resources

The proposed resolution has no procedural history.

FISCAL IMPACT

Based on the Property Appraiser's calculation using the ad valorem tax exemption methodology, the estimated tax exemption for one year for this property is \$57,832. The annual amount of ad valorem taxes to be exempted for the ten-year period is determined by applying countywide operating millage against the taxable value of the qualifying improvements of the property. However, the annual value of the tax exemption during the ten-year period may fluctuate based on adjustments to either the countywide operating millage or the Property Appraiser's taxable value of the qualifying improvements to the property. Countywide operating ad valorem property taxes will still be assessed and collected on the remaining taxable value that did not qualify for the exemption. Following the ten-year incentive period, the County will begin to assess and collect the countywide operating millage on the full value of the property, inclusive of the previous exempt improvements.

Although the property is located within Commission District 5, the impact of the tax exemption is countywide. The tax exemption would run for 10 years beginning on January 1st of the year that the Property Appraiser prepares and signs the revenue implication form, which for this property began on January 1, 2015 and would end on December 31, 2024.

ANALYSIS

The property that is the focus of this resolution is a historic hotel located at 4041 Collins Avenue, Miami Beach, Florida, originally known as the Hotel Tartleton and later known as the Crown Hotel and then the Thompson Hotel, and most recently The Confidante. Originally constructed in 1940, the hotel was designed by local prominent architect Victor Nellenbogen with a 1955 addition by another local prominent architect, Melvin Grossman. It has been deemed to be of architectural and historic significance by the City of Miami Beach Historic Preservation Board, earning the designation as a local historic landmark as part of the Collins Waterfront Historic District. Now, the property owners, HT Miami Beach LLC c/o Hyatt Corporation, seek ad valorem tax exemption pursuant to Section 196.1997 Florida Statutes and Section 16A-18 of the Code of Miami-Dade County for the following restoration work:

- construction of a new, historically appropriate porte-cochere;
- installation of storefront windows;
- demolition of non-historic parking structure;
- installation of at-grade garden and pool deck;
- reconstruction of previously renovated residential tower;
- reconstruction of historic hotel signage;
- restoration of historic hotel pedestrian entrance; improvements to historic hotel lobby; and
- renovation of a historic residence to serve as hotel concessions.

The application indicates that the amount spent by the property owner on the total renovation was \$51,036,000, of which \$39,750,000 was attributed to work on this historic structure. The Property Appraiser's office determined that the taxable value of the qualifying improvements was \$12,391,921.

The proposed exemption of \$57,832 is not for the entire assessed value of the property; the tax exemptions are calculated from what the value of the renovations to the historic property were, and only apply to the countywide portion of the property's tax bill.