



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

**Government Operations Committee (GOC) Meeting**

October 17, 2018  
1:30 P.M.  
Commission Chambers

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**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 1G1**  
**File No. 182021**

**Researcher: MF Reviewer: PGE**

ORDINANCE RELATING TO THE MILITARY AFFAIRS BOARD; AMENDING SECTION 2-2105 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; CREATING THE POSITION OF EXECUTIVE DIRECTOR OF THE MILITARY AFFAIRS BOARD AND PROVIDING FOR DUTIES, APPOINTMENT AND REMOVAL; DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO PREPARE A FISCAL YEAR 2018-19 MID-YEAR BUDGET AMENDMENT SO AS TO REMOVE APPROPRIATED FUNDING, REVENUE AND POSITIONS FOR THE MILITARY AFFAIRS BOARD FROM THE OFFICE OF COMMUNITY ADVOCACY UNDER THE BOARD OF COUNTY COMMISSIONERS FUND AND APPROPRIATE SAME FUNDING, REVENUE AND POSITIONS TO THE BUDGET OF THE MILITARY AFFAIRS BOARD IN ITS MILITARY AFFAIRS TRUST FUND; PROVIDING FOR SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

**ISSUE/REQUESTED ACTION**

Whether the Board should amend Section 2-2105 of the Code of Miami-Dade County, relating to the Military Affairs Board, to create the position of Executive Director of the Military Affairs Board, providing for the director's duties, appointment and removal.

**APPLICABLE LEGISLATION/POLICY**

Miami Dade County Code, Article CXL, created and established the Military Affairs Board.

[https://library.municode.com/fl/miami\\_dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTCXLMAFBO\\_S2-2101CRMIAFBO](https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH2AD_ARTCXLMAFBO_S2-2101CRMIAFBO)

Miami-Dade County Code, Section 2-2105 states that “[t]he Mayor shall provide the Board with adequate staff to perform its powers and duties. The Board shall utilize the County Attorney’s Office for legal services. The Clerk of the Board of County Commissioners shall take and keep the minutes of the Military Affairs Board.”

[https://library.municode.com/fl/miami\\_dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTCXLMAFBO\\_S2-2105STSUCO](https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH2AD_ARTCXLMAFBO_S2-2105STSUCO)

Ordinance 12-37, adopted by the Board on May 15, 2012, created the Military Affairs Board; provided for the powers and duties, composition and appointment of the Board members; and provided for qualifications, organization, financial support, staff and counsel.

<http://intra/gia/matter.asp?matter=121007&file=false&yearFolder=Y2012>

**PROCEDURAL HISTORY**

**Prime Sponsor: Commissioner Jose Diaz, District 12**

**Department/Requester: Military Affairs Board**

The proposed ordinance was considered at the September 5, 2018 BCC meeting. It was adopted on first reading, and scheduled for a public hearing before the Government Operations Committee on October 17, 2018.

**ANALYSIS**

The proposed ordinance requests the Board to amend Section 2-2105 of the Code of Miami-Dade County to create the position of Executive Director of the Military Affairs Board and to provide for the director's duties, appointment and removal. It also requests the Board to direct the County Mayor to prepare a Fiscal Year 2018-19 mid-year budget amendment so as to remove appropriated funding, revenue and positions for the Military Affairs Board from the Office of Community

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Advocacy under the Board of County Commissioners Fund and appropriate the same funding, revenue and positions to the budget of the Military Affairs Board in its Military Affairs Trust Fund.

The Military Affairs Board was created in 2013 and codified in Article CXL of the Code of Miami-Dade County. According to Section 2-2102 of the Code of Miami-Dade County, the Military Affairs Board shall have the following powers and duties (among others):

- To provide the BCC with recommendations regarding military affairs in Miami-Dade County involving the Marine Corps, Army, Navy, Air Force, National Guard and Coast Guard and active, reserve, retired, disabled and deceased military personnel in Miami-Dade County;
- To promote measures to enhance the quality of life for active, reserve, retired and disabled military personnel and their families, and families of deceased military personnel in Miami-Dade County;
- To advocate on behalf of military personnel in Miami-Dade County regarding, among other matters: health care, housing, housing and business loans, pension benefits, education, employment, incarceration, reintegration, unemployment benefits, disability claims, vocational training, and insurance;
- To coordinate Miami-Dade County's activities regarding Veteran's Day, Memorial Day and the 4<sup>th</sup> of July; and
- To submit annually to the Board of County Commissioners a report summarizing and evaluating all programs and activities undertaken by the Board during the previous fiscal year.

Section 2-2104 of the Code of Miami-Dade County states that “subject to Miami-Dade County’s budgetary process and the availability of funds, the Mayor shall include in the County’s annual budget, administrative costs and additional funds for the implementation of the Board’s powers and duties.” It also creates the Military Affairs Trust Fund for the public purposes provided for in the ordinance.

Since the creation of the Military Affairs Board, the Office of Community has provided the Military Affairs Board with the administrative support and an executive director to assist the Military Affairs Board fulfill its mission. The proposed ordinance seeks to correct this *de facto* state of affairs by creating the position of Executive Director of the Military Affairs Board, having this position filled directly by the Military Affairs Board, and allocating sufficient funding to the Military Affairs Board to allow it to pay the salary and expenses of its executive director.

The proposed language reads as follows:

- “The Board may by a majority vote of its membership hire an Executive Director, whose salary and benefits shall be fixed by the Board of County Commissioners. The Executive Director shall provide the Board with adequate support services to enable the Board to perform its powers and duties. The Executive Director may be removed by a two-thirds vote of the Board members present. The Mayor shall provide the Board with any additional staff necessary for the Board to perform its powers and duties.”

According to the Social Equity Statement, the creation of the Executive Director position will allow the Military Affairs Board to continue providing liaison services and expand access to programs and services for Miami-Dade County’s veteran community. Additionally, it will provide tailored legislative and budgeting recommendations to the Mayor and the Board of County Commissioners with respect to this body.

The table below shows the original Section 2-2105 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

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<b>Section 2-2105 (current language)</b>	<b>Section 2-2105 (proposed changes)</b>
<p>Staff Support and Counsel.</p> <p>The Mayor shall provide the Board with adequate staff to perform its powers and duties. The Board shall utilize the County Attorney's Office for legal services. The Clerk of the Board of County Commissioners shall take and keep the minutes of the Military Affairs Board.</p>	<p>&gt;&gt;Section 1.&lt;&lt; Staff Support and Counsel.</p> <p>[[The Mayor]] &gt;&gt;The Board may by a majority vote of its membership hire an Executive Director, whose salary and benefits shall be fixed by the Board of County Commissioners. The Executive Director&lt;&lt; shall provide the Board with adequate [[staff]] &gt;&gt;support services to enable the Board&lt;&lt; to perform its powers and duties. &gt;&gt;The Executive Director may be removed by a two-thirds vote of the Board members present. The Mayor shall provide the Board with any additional staff necessary for the Board to perform its powers and duties. &lt;&lt; The Board shall utilize the County Attorney's Office for legal services. The Clerk of the Board of County Commissioners shall take and keep the minutes of the Military Affairs Board.</p>
	<p>&gt;&gt;Section 2. The County Mayor or County Mayor's designee shall prepare a Fiscal Year 2018-19 mid-year budget amendment so as to remove appropriated funding, revenue, and positions for the Military Affairs Board from the Office of Community Advocacy under the Board of County Commissioners Fund and appropriating same funding, revenue, and positions to the Military Affairs Board Trust Fund under the administration of the Military Affairs Board to be used for the same purpose.&lt;&lt;</p>

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**Item No. 1G2, 1G2 Subst.**  
**File No. 181631, 181996**

**Researcher: MF Reviewer: PGE**

ORDINANCE RELATING TO COMMUNITY COUNCILS; AMENDING SECTIONS 20-41 AND 20-44 OF THE CODE OF MIAMI-DADE COUNTY; REQUIRING COMMUNITY COUNCILS TO CARRY OUT RESPONSIBILITIES RELATING TO NON-ZONING FUNCTIONS; PROVIDING FOR SCHEDULING OF MEETINGS AT WHICH NON-ZONING FUNCTIONS WILL BE CONSIDERED AND FOR PRIORITIZATION OF ZONING FUNCTIONS; ESTABLISHING BOARD POLICY TO REINSTATE AND ANNUALLY FUND NON-ZONING FUNCTIONS OF COMMUNITY COUNCILS, SUBJECT TO APPROPRIATION; DIRECTING THE COUNTY MAYOR TO PROPOSE FUNDING SUFFICIENT FOR COMMUNITY COUNCILS TO CARRY OUT ALL ASSIGNED FUNCTIONS, INCLUDING NON-ZONING FUNCTIONS, COMMENCING IN FISCAL YEAR 2019-2020 AND FOR EACH FISCAL YEAR THEREAFTER; REQUIRING RESOLUTIONS FROM COMMUNITY COUNCILS TO BE DISTRIBUTED TO THE BOARD OF COUNTY COMMISSIONERS AND MADE AVAILABLE ONLINE; MAKING TECHNICAL CHANGES; PROVIDING FOR SEVERABILITY, INCLUSION IN AND EXCLUSION FROM THE CODE, AND AN EFFECTIVE DATE

**ISSUE/REQUESTED ACTION**

The proposed ordinance seeks the Board's approval to amend Sections 20-41 and 20-44 of the Code of Miami-Dade County to:

- require Community Councils to carry out responsibilities relating to non-zoning functions;
- provide for scheduling of meetings at which non-zoning functions will be considered and for prioritization of zoning functions;
- establish Board policy to reinstate and annually fund non-zoning functions of Community Councils, subject to appropriation;
- direct the County Mayor to propose funding sufficient for Community Councils to carry out all assigned functions, including non-zoning functions, commencing in Fiscal Year 2019-2020 and for each fiscal year thereafter; and
- require resolutions from Community Councils to be distributed to the Board and made available online.

**APPLICABLE LEGISLATION/POLICY**

**Miami-Dade County Code, Section 20-40** governs the creation of Community Councils and their purposes.

[https://library.municode.com/fl/miami-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-40COCOCRPU](https://library.municode.com/fl/miami-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-40COCOCRPU)

**Miami-Dade County Code, Section 20-41** details the responsibilities of Community Councils.

[https://library.municode.com/fl/miami-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-41COCORE](https://library.municode.com/fl/miami-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-41COCORE)

**Miami-Dade County Code, Section 20-42** describes the configuration of Community Councils.

[https://library.municode.com/fl/miami-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-42COCOCO](https://library.municode.com/fl/miami-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-42COCOCO)

**Miami-Dade County Code, Section 20-43** governs the membership of Community Councils.

[https://library.municode.com/fl/miami-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-43COCOME](https://library.municode.com/fl/miami-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-43COCOME)

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**Miami-Dade County Code, Section 20-43.1** details the procedure for removal of Community Council members by members of the electors of the area.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-43.1COCORE](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-43.1COCORE)

**Miami-Dade County Code, Section 20-43.2** details the procedure for removal of Community Council members by the Board of County Commissioners.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-43.2COCORE](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-43.2COCORE)

**Miami-Dade County Code, Section 20-44** governs the organization and new member orientation of Community Council members.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-44COCOORNEMEORCOCOWO](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-44COCOORNEMEORCOCOWO)

**Miami-Dade County Code, Section 20-45** provides the instances in which Community Council members may face conflicts of interest, and must absent themselves during the council's deliberations.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH20MU\\_ARTIVCOCO\\_S20-45COCOCOIN](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH20MU_ARTIVCOCO_S20-45COCOCOIN)

## **PROCEDURAL HISTORY**

**Prime Sponsor:** Commissioner Barbara J. Jordan, District 1

**Department/Requester:** None

The proposed ordinance was adopted on first reading at the July 10, 2018 BCC meeting; and was scheduled for a public hearing before the Government Operations Committee on September 12, 2018.

At the September 12, 2018 Government Operations Committee meeting, the proposed ordinance was deferred to the next GOC meeting scheduled for October 17, 2018.

## **ANALYSIS**

Miami-Dade County Code, Sections 20-40 through 20-45 established the Community Councils for the following purposes:

- Providing the residents of unincorporated Miami-Dade County with increased governmental accountability, and responsiveness in decision-making processes for the delivery of municipal-type services;
- Improving the effectiveness of services by making them more responsive to community desires and needs;
- Retaining efficiencies of services by maintaining economies of scale;
- Maintaining the ability to match unincorporated area needs with available resources; and
- Fostering a sense of community identity, inclusiveness and empowerment.

Community Councils were primarily created to make zoning and land use decisions in a setting more accessible to the community. Community Councils also serve as advisory liaisons from their communities to the Board of County Commissioners and County staff, relaying relevant information and recommendations on selected concerns of the council area.

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Miami-Dade County Code, Section 20-41 allows Community Councils, at their option, to perform the following non-zoning functions:

- Compile profiles of their respective community's social, physical and economic conditions to assist them in performing their duties;
- Prepare an annual statement of community needs including development patterns and regulations, public facilities and services to assist the Council;
- Recommend policies to coordinate the Fire Rescue District and Police Department in the enhancement of public safety and protection of property in the council area through improved communications and service needs assessments;
- Make recommendations to the County Mayor and County Commission on priorities for community facilities and services and on community-based organization grants for the council area;
- Conduct forums on council area issues to facilitate the exchange of information between residents, property owners, businesses, institutions and Council Officials and Administrators; and
- Disseminate information about council area related organizations, programs and activities.

Because of the downturn in the economy, the Fiscal Year 2009-2010 County Budget eliminated staff support for the non-zoning functions of Community Council meetings. This prevented the Community Councils from continuing to perform their' non-zoning functions. In spite of the improvement in the economy, the necessary staff support for the community Councils' non-zoning functions has not been restored, and the functions have not resume.

The proposed ordinance seeks the Board's approval to amend Sections 20-41 and 20-44 of the Code of Miami-Dade County to:

- require Community Councils to carry out responsibilities relating to non-zoning functions;
- provide for scheduling of meetings at which non-zoning functions will be considered and for prioritization of zoning functions;
- establish Board policy to reinstate and annually fund non-zoning functions of Community Councils, subject to appropriation;
- direct the County Mayor to propose funding sufficient for Community Councils to carry out all assigned functions, including non-zoning functions, commencing in Fiscal Year 2019-2020 and for each fiscal year thereafter; and
- require resolutions from Community Councils to be distributed to the Board and made available online.

Restoring the Community Council's non-zoning functions will provide the residents of unincorporated Miami-Dade a greater voice and platform to express their needs and improve public perception that government is more responsive to local needs.

Agenda Item 1G3 Substitute differs from the original in that it replaces one of the whereas clauses with a new clause, which states that restoring the non-zoning functions of the Community Councils, which are advisory to the Board of County Commissioners, will provide greater representation to UMSA residents, thus furthering the ideals and goals of what a City of UMSA could provide. This substitute also deletes the provisions in the original which had required non-zoning meetings of Community Councils to be scheduled on the same evenings as their zoning meetings.

The proposed ordinance will have a fiscal impact of approximately \$353,000 in the first year. This amount is estimated to grow approximately five percent annually to account for salary adjustments and three percent annually for other operating expenses. This estimate is based on the addition of four new positions to the Department of Regulatory and Economic Resources (RER), and other operating expenses.

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If the proposed ordinance is adopted, in order to ensure that necessary staff are available at the beginning of Fiscal Year 2019-20, these four new positions would be filled towards the end of FY 2018-19. The estimates provided in the above paragraph are limited to those expected to be incurred by RER. Additional expenses may be incurred by other departments that will need to support the activities of the Community Councils as it relates to their non-zoning functions. These departments include Miami-Dade Police, Solid Waste Management, and Transportation and Public Works, among others.

The responsibilities and duties of the staff allocated to this function will include, inter alia, the coordination and scheduling of meetings at which non-zoning functions will be considered; serving as the Secretary to the Community Councils; coordinating and preparing the Councils' agendas; advertising and preparing the venues; preparing the meeting minutes; addressing public inquiries and serving as the liaison between the public and Council members; and preparing monthly and annual reports.

The table below shows the original Section 20-41 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

<b>Section 20-41 of the Code of Miami-Dade County</b>	<b>Proposed changes to Section 20-41 of the Code of Miami-Dade County</b>
<p><b>Sec. 20-41. Community Councils; responsibilities.</b></p> <p>(A) Community Councils shall perform the duties and responsibilities of Community Zoning Appeals Boards as set forth in Section 33-306 of the Code of Miami-Dade County.</p> <p>(B) Community Councils may, at their option, perform the following duties and responsibilities:</p> <ul style="list-style-type: none"> <li>(1) Planning. <ul style="list-style-type: none"> <li>(a) Compile profiles of their respective community's social, physical and economic conditions to assist them in performing their duties;</li> <li>(b) Prepare an annual statement of community needs including development patterns and regulations, public facilities and services to assist the Council;</li> <li>(c) Make recommendations to the Planning Advisory Board and Board of County Commissioners on proposed Miami-Dade County Comprehensive Development Master Plan amendments that impact each Council's area; and</li> <li>(d) Make recommendations to the County Commission on the location and siting of specific public</li> </ul> </li> </ul>	<p><b>Sec. 20-41. Community Councils; responsibilities.</b></p> <p>(A) Community Councils shall perform the duties and responsibilities of Community Zoning Appeals Boards as set forth in Section 33-306 of the Code of Miami-Dade County.</p> <p>(B) Community Councils [[may, at their option,]] &gt;&gt;shall&lt;&lt; perform &gt;&gt;one or more of&lt;&lt; the following duties and responsibilities:</p> <ul style="list-style-type: none"> <li>(1) Planning. <ul style="list-style-type: none"> <li>(a) Compile profiles of their respective community's social, physical and economic conditions to assist them in performing their duties;</li> <li>(b) Prepare an annual statement of community needs including development patterns and regulations, public facilities and services to assist the Council;</li> <li>(c) Make recommendations to the Planning Advisory Board and Board of County Commissioners on proposed Miami-Dade County Comprehensive Development Master Plan amendments that impact each Council's area; and</li> <li>(d) Make recommendations to the [[County Commission]] &gt;&gt;Board of County Commissioners&lt;&lt; on the location and siting of specific public facility and</li> </ul> </li> </ul>

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<p>facility and infrastructure projects.</p> <p>(2) Protection of persons and property programming.</p> <p>(a) Recommend policies coordinate the Fire Rescue District and Police Department in the enhancement of public safety and protection of property in the council area through improved communications and service needs assessments.</p> <p>(3) Budgeting.</p> <p>(a) Make recommendations to the County Manager and County Commission on priorities for community facilities and services and on community based organization grants for the council area; and</p> <p>(b) Make recommendations to the County Manager and County Commission on revenue needs including unincorporated area property taxes millages and special taxing districts.</p> <p>(4) Communication.</p> <p>(a) Conduct forums on council area issues to facilitate the exchange of information between residents, property owners, businesses, institutions and County Officials and Administrators;</p> <p>(b) Disseminate information about council area related organizations, programs and activities; and</p> <p>(c) Coordinate with Miami-Dade County's Team Metro in the exercise of that agency's responsibilities within the council area.</p> <p>(C) No member of a Community Council shall appear at any public hearings or meetings before the Board of County Commissioners or any other federal, state, or local board or tribunal, to advocate concerning any zoning application that was heard by, or that could</p>	<p>infrastructure projects&gt;&gt;, including but not limited to road and traffic related improvements&lt;&lt;.</p> <p>(2) Protection of persons and property programming.</p> <p>(a) Recommend policies to &gt;&gt;the Board of County Commissioners to enhance public safety measures and protect&lt;&lt; [[coordinate the Fire Rescue District and Police Department in the enhancement of public safety and protection of]] property in the council area, including but not limited to recommendations related to [[through]] improved communications and service needs [[assessments]].</p> <p>(3) Budgeting.</p> <p>(a) Make recommendations to the County [[Manager]]&gt;&gt;Mayor&lt;&lt; and &gt;&gt;the Board of County Commissioners&lt;&lt; [[County Commission]] on priorities for community facilities and services and on community based organization grants for the council area; and</p> <p>(b) Make recommendations to the County [[Manager]]&gt;&gt;Mayor&lt;&lt; and &gt;&gt;the Board of County Commissioners&lt;&lt; [[County Commission]] on revenue needs including unincorporated area property &gt;&gt;tax millage rates&lt;&lt;[[taxes millages]] and special taxing districts.</p> <p>(4) Communication.</p> <p>(a) Conduct forums on council area issues to facilitate the exchange of information between residents, property owners, businesses, institutions and County Officials and Administrators;</p> <p>(b) Disseminate information about council area related organizations, programs and activities; and</p> <p>(c) [[Coordinate with Miami-Dade County's Team Metro in the exercise of that agency's responsibilities within the council area.</p> <p>(d)] No member of a Community Council shall appear at any public hearings or meetings before the Board of County Commissioners or any other federal, state, or local board or tribunal, to advocate concerning any zoning application that was heard by, or that could</p>
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<p>reasonably be expected to be heard by, any Community Council.</p>	<p>reasonably be expected to be heard by, any Community Council.</p> <p>&gt;&gt;Any non-zoning recommendation to the Board of County Commissioners which is approved by a Community Council shall be reduced to resolution form and transmitted to the Clerk of the Board. Notwithstanding Ordinance No. 14-65, the Clerk of the Board shall transmit any such resolution to the members of the Board of County Commissioners by email or hard copy for their information. In addition, the Department of Regulatory and Economic Resources or its successor department shall make such resolutions from Community Councils available online.&lt;&lt;</p>	
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The table below shows the original Section 20-44 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

Section 20-44 of the Code of Miami-Dade County	Proposed changes to Section 20-44 of the Code of Miami-Dade County
<p><b>Sec. 20-44. Community Councils; organization; new member orientation; Community Council workshop.</b></p> <p>(A) The County Manager shall assign existing County staff positions to provide support for the Community councils, to the fullest extent feasible. Such staff may include: a Community Council Administrator, an Administrative Assistant, clerical staff and others as the County Manager deems needed. Team Metro shall develop strong linkages to each Community Council.</p> <p>(B) The County Manager shall coordinate the activities and schedules of Community Councils with other County activities to ensure maximum effectiveness and efficiency. The County Manager may limit the total staff time available to each Community Council.</p> <p>(C) Within parameters recommended by the County Manager and approved by the County Commission, Community Councils shall be empowered to establish their own procedures for conducting their business and to select from the activities described in Section 20-41(B) those in which it wishes to engage. It is provided however that zoning procedures shall be adopted</p>	<p><b>Sec. 20-44. Community Councils; organization; new member orientation; Community Council workshop.</b></p> <p>(A) The County [[Manager]] &gt;&gt;Mayor or designee&lt;&lt; shall assign existing County staff positions to provide support for the Community councils, to the fullest extent feasible. Such staff may include: a Community Council Administrator, an Administrative Assistant, clerical staff and others as the County [[Manager]] &gt;&gt;Mayor or designee&lt;&lt; deems needed&gt;&gt;, such as Code Enforcement staff&lt;&lt;. [[Team Metro shall develop strong linkages to each Community Council.]]</p> <p>(B) The [[County Manager]] &gt;&gt;Mayor or designee&lt;&lt; shall coordinate the activities and schedules of Community Councils with other County activities to ensure maximum effectiveness and efficiency. The [[Manager]] &gt;&gt;Mayor or designee&lt;&lt; may limit the total staff time available to each Community Council.</p> <p>(C) Within parameters recommended by the [[Manager]] &gt;&gt;Mayor&lt;&lt; and approved by the [[County Commission]] &gt;&gt;Board of County Commissioners&lt;&lt;, Community Councils shall be empowered to establish their own procedures for conducting their business and to select from the activities described in Section 20-41(B) those in which it wishes to engage.</p>

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pursuant to Sections 33-308 of the Code. It is further provided that no zoning or non-zoning meeting of a Community Council or Community Zoning Appeals Board shall extend beyond 11:00 p.m.

(D) Prior to serving on a Community Council, a Community Council member appointed or elected to a Council after the effective date of this ordinance shall attend a New Member Orientation Seminar conducted by the Department of Planning and Zoning, the Commission on Ethics, Team Metro and the County Attorney's Office. The seminar shall include, but shall not be limited to, review of the Comprehensive Development Master Plan and issues related thereto, review of zoning regulations, incorporation and annexation issues, workforce and affordable housing issues and applicable laws, rules and regulations pertaining to duties and responsibilities of Community Council members.

(E) All Community Council members shall attend in every even-numbered year a Community Council Workshop organized and conducted by the Department of Sustainability, Planning and Economic Enhancement, the Department of Permitting, Environment and Regulatory Affairs, the Commission on Ethics, and the County Attorney's Office. The Workshop shall include, but shall not be limited to, review of the Comprehensive Development Master Plan and issues related thereto, review of zoning regulations, incorporation and annexation issues, workforce and affordable housing issues and applicable laws, rules and regulations pertaining to duties and responsibilities of Community Council members.

>>Notwithstanding any such procedures, the requirements in Rule 6.06 of the Board of County Commissioners' Rules of Procedure related to a reasonable opportunity for the public to be heard shall apply to the Community Councils.<< It is provided however that zoning procedures shall be adopted pursuant to Sections 33-308 of the Code.

>>(D)<< It is further provided that no zoning or [[non zoning]] >>non-zoning<< meeting of a Community Council or Community Zoning Appeals Board shall extend beyond 11:00 p.m. >>Any zoning matter on a Community Council agenda must be considered before any non-zoning matters on that agenda are considered. With the exception of proposed Comprehensive Development Master Plan amendments, all other non-zoning matters, as set forth in section 20-41(B):

(1) may only be scheduled for consideration at a Community Council meeting at which a zoning matter or matters will be considered;

(2) may be carried over to a date which is acceptable to the County Mayor or County Mayor's designee and the Community Council, if there is insufficient time to consider a non-zoning item on an agenda; and

(3) may be scheduled on an every-other-month basis, but in no event shall the number of meetings at which non-zoning matters, are to be considered exceed six meetings per year.<<

[[D]]>>(E)<< Prior to serving on a Community Council, a Community Council member appointed or elected to a Council after the effective date of this ordinance shall attend a New Member Orientation Seminar conducted by the Department of [[Planning and Zoning]] >>Regulatory and Economic Resources or its successor department<<, the Commission on Ethics, [[Team Metro]] and the County Attorney's Office. The seminar shall include, but shall not be limited to, review of the Comprehensive Development Master Plan and issues related thereto, review of zoning regulations, incorporation and annexation issues, workforce and affordable housing issues and applicable laws, rules and regulations pertaining to duties and responsibilities of Community Council members.

[[E]]>>(F)<< All Community Council members shall

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<p>(F) Notwithstanding Section 20-43.2, failure of any elected or appointed member of a Community Council to attend a Community Council Workshop shall be deemed sufficient cause for removal.</p> <p>* * *</p>	<p>attend in every even-numbered year a Community Council Workshop organized and conducted by the Department of [[Sustainability, Planning and Economic Enhancement, the Department of Permitting, Environment and Regulatory Affairs]] &gt;&gt;Regulatory and Economic Resources or its successor department&lt;&lt;, the Commission on Ethics, and the County Attorney's Office. The Workshop shall include, but shall not be limited to, review of the Comprehensive Development Master Plan and issues related thereto, review of zoning regulations, incorporation and annexation issues, workforce and affordable housing issues and applicable laws, rules and regulations pertaining to duties and responsibilities of Community Council members.</p> <p>[[F]]&gt;&gt;(G)&lt;&lt; Notwithstanding Section 20-43.2, failure of any elected or appointed member of a Community Council to attend a Community Council Workshop shall be deemed sufficient cause for removal.</p> <p>* * *</p>
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**ADDITIONAL INFORMATION**

Community Councils make recommendations to the County Commission on capital, programming and operational priorities for municipal services such as police, parks, fire and roadway maintenance in their area as well as relaying other concerns and needs of local residents. Each council serves one of ten geographic areas in unincorporated Miami-Dade County, as follows:

- Area 2: Northeast
- Area 5: Country Club of Miami
- Area 7: Biscayne Shores
- Area 8: North Central
- Area 10: Westchester
- Area 11: West Kendall
- Area 12: Kendall
- Area 14: Redland
- Area 15: South Bay
- Area 16: Fisher Island

<http://www.miamidade.gov/zoning/community-councils.asp>

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**Item No. 1G3, 1G3 Subst.**  
**File No. 181421, 182433**

**Researcher: MF Reviewer: PGE**

ORDINANCE RELATING TO ZONING; AMENDING SECTIONS 33-311, 33-314, 33-247, 33-255, AND 33-284.83 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; REQUIRING MINIMUM SPACING BETWEEN SELF-SERVICE MINI-WAREHOUSE STORAGE FACILITIES; REQUIRING SUCH FACILITIES TO BE VERTICALLY INTEGRATED WITH, SCREENED BY, OR LOCATED TO THE REAR OF HABITABLE SPACES IN URBAN CENTER ZONING DISTRICTS; REQUIRING APPLICATIONS FOR SUCH FACILITIES IN THE BU-1A AND URBAN CENTER ZONING DISTRICTS TO BE APPROVED AT PUBLIC HEARING BY THE BOARD OF COUNTY COMMISSIONERS; MAKING TECHNICAL REVISIONS TO HARMONIZE REQUIREMENTS FOR SELF-SERVICE MINI-WAREHOUSE STORAGE FACILITIES IN BU-1A AND BU-3 ZONING DISTRICTS; PROVIDING SEVERABILITY, INCLUSION IN THE CODE AND AN EFFECTIVE DATE

**ISSUE/REQUESTED ACTION**

Whether the Board should amend Sections 33-311, 33-314, 33-247, 33-255, and 33-284.83 of the Code of Miami-Dade County to require minimum spacing between self-service mini-warehouse storage facilities; require that such facilities be vertically integrated with, screened by, or located to the rear of habitable spaces in Urban Center Zoning Districts; require applications for such facilities in the BU-1A and Urban Center Zoning Districts to be approved at a public hearing by the BCC; and make technical revisions to harmonize requirements for self-service mini-warehouse storage facilities in BU-1A and BU-3 Zoning Districts.

**APPLICABLE LEGISLATION/POLICY**

**Miami-Dade County Code Section 33-311** authorizes the Community Zoning Appeals Boards and Board of County Commissioners to consider and act upon applications, after first considering the written recommendations from the Director or Developmental Impact Committee and grants the Community Zoning Appeals Board and BCC the authority over various zoning applications except where the BCC has direct jurisdiction.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH33ZO\\_ARTXXXVIZOPR\\_S33-311COZOAPBOUTDU](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH33ZO_ARTXXXVIZOPR_S33-311COZOAPBOUTDU)

**Miami-Dade County Code Section 33-314** provides that the County Commission has jurisdiction to directly hear various applications and appeals.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH33ZO\\_ARTXXXVIZOPR\\_S33-314DIAPAPCOCO](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH33ZO_ARTXXXVIZOPR_S33-314DIAPAPCOCO)

**Miami-Dade County Code Section 33-247** delineates land, body of water, and/or structure use in the BU-1A District.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH33ZO\\_ARTXXVLIBUDI\\_S33-247USPE](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH33ZO_ARTXXVLIBUDI_S33-247USPE)

**Miami-Dade County Code Section 33-255** delineates land, body of water, and/or structure use in the BU-3 District.

[https://library.municode.com/fl/miami\\_-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH33ZO\\_ARTXXVIIILIBUDI\\_S33-255.1RE](https://library.municode.com/fl/miami_-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH33ZO_ARTXXVIIILIBUDI_S33-255.1RE)

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**Miami-Dade County Code Section 33-284.83** delineates land, body of water, and structure use in the Urban Center (UC) and Urban Area (UA) Districts and outlines permitted uses in the R (Residential), RM (Residential Modified), MC (Mixed-Use Corridor), MM (Mixed-Use Main Street), MO (Mixed-Use Optional), MCS (Mixed-Use Special), MCI (Mixed-Use Industrial), ID (Industrial District) and I (Institutional) Land Use Areas.

[https://library.municode.com/fl/miami\\_dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH33ZO\\_ARTXXXIII\\_K\\_STURCEDIRE\\_S33-284.83US](https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH33ZO_ARTXXXIII_K_STURCEDIRE_S33-284.83US)

### **PROCEDURAL HISTORY**

**Prime Sponsor:** Commissioner Jean Monestime, District 2

**Department/Requester:** None

The proposed ordinance was adopted on first reading at the Board meeting on June 19, 2018 and set for public hearing before the Government Operations Committee meeting on July 16, 2018.

At the July 16, 2018 Government Operations Committee meeting, the proposed ordinance was deferred to the next GOC meeting scheduled for September 12, 2018.

At the September 12, 2018 Government Operations Committee meeting, the proposed ordinance was deferred to the next GOC meeting scheduled for October 17, 2018.

### **ANALYSIS**

The proposed ordinance seeks the Board's approval to amend Sections 33-311, 33-314, 33-247, 33-255, and 33-284.83 of the County Code to:

- require minimum spacing between self-service mini-warehouse storage facilities;
- require that such facilities be vertically integrated with, screened by, or located to the rear of habitable spaces in Urban Center Zoning Districts;
- require applications for such facilities in the BU-1A and Urban Center Zoning Districts to be approved at a public hearing by the BCC; and
- make technical revisions to harmonize requirements for self-service mini-warehouse storage facilities in BU-1A and BU-3 Zoning Districts.

A self-service mini-warehouse storage facility is defined as a fully enclosed space used for warehousing that contains individual storage units not exceeding a certain size, and where business activity within individual storage units is prohibited. Under the current County Code, such facilities are permitted in the BU-3 zoning district and the Urban Center Zoning districts in the MCS and MCI categories. Such facilities are considered passive commercial uses. They tend to not include a retail sales component nor to generate commercial activity. If approved at a public hearing, they are also permitted in the BU-1A zoning district.

According to the Fiscal Impact Statement, the implementation of this ordinance will not have a fiscal impact to Miami-Dade County as it will not result in additional staffing needs or future operational costs. Activities relating to the implementation of the ordinance would be absorbed as part of on-going activities.

The Social Equity Statement notes that the proposed ordinance seeks to protect the livelihood of the commercial and mixed-use corridors in unincorporated Miami-Dade. The County wishes to encourage more economic activity through more active mixed-use and retail uses in the commercial corridors.

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To that end, the proposed ordinance requires that self-service mini-warehouse storage facilities are appropriately spaced from one another and only permitted in Urban Center Zoning Districts when integrated with, screened by, or located to the rear of other more active commercial uses. The proposed ordinance also requires that applications for such passive facilities in the BU-1A and Urban Center Districts be approved at a public hearing before the Board.

Agenda Item 1G3 Substitute differs from the original in that it:

- Removes the proposed spacing requirement between self-service mini-warehouse storage facilities in the BU-3 zoning district where such uses are allowed as of right;
- Clarifies that the Board of County Commissioners shall have jurisdiction to hear applications for self-storage mini-warehouse storage facilities in those instances where the Code requires a public hearing for approval; and
- Corrects the numbering for the new sub-paragraph in Section 33-314 (C) providing that the Board of County Commissioners shall have jurisdiction to hear applications for self-storage mini-warehouse storage facilities.

The table below shows the original Section 33-311 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words stricken through and [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

<b>Section 33-311 of the Code of Miami-Dade County</b>	<b>Proposed changes to Section 33-311 of the Code of Miami-Dade County</b>
<p><b>Sec. 33-311. Community Zoning Appeals Board – Authority and duties.</b></p> <p>(A) Except as otherwise provided by this chapter, the Community Zoning Appeals Boards and Board of County Commissioners shall have the authority and duty to consider and act upon applications, as hereinafter set forth, after first considering the written recommendations thereon of the Director or Developmental Impact Committee. Provided, however, no such action shall be taken until notice of time and place of the hearing at which the Community Zoning Appeals Boards will consider the application has been first published as provided in <i>Section 33-310.2</i>. The Community Zoning Appeals Boards are advised that the purpose of zoning and regulations is to provide a comprehensive plan and design to lessen the congestion in the highways; to secure safety from fire, panic and other dangers, to promote health, safety, morals, convenience and the general welfare; to provide adequate light and air; to prevent the overcrowding of land and water; to avoid undue concentration of population; to facilitate the adequate provisions of transportation, water, sewerage, schools, parks and other public requirements, with the view of giving reasonable consideration among other things to the character of the</p>	<p><b>Sec. 33-311. Community Zoning Appeals Board – Authority and duties.</b></p> <p>(A) Except as otherwise provided by this chapter, the Community Zoning Appeals Boards and Board of County Commissioners shall have the authority and duty to consider and act upon applications, as hereinafter set forth, after first considering the written recommendations thereon of the Director or Developmental Impact Committee. Provided, however, no such action shall be taken until notice of time and place of the hearing at which the Community Zoning Appeals Boards will consider the application has been first published as provided in <i>Section 33-310.2</i>. The Community Zoning Appeals Boards are advised that the purpose of zoning and regulations is to provide a comprehensive plan and design to lessen the congestion in the highways; to secure safety from fire, panic and other dangers, to promote health, safety, morals, convenience and the general welfare; to provide adequate light and air; to prevent the overcrowding of land and water; to avoid undue concentration of population; to facilitate the adequate provisions of transportation, water, sewerage, schools, parks and other public requirements, with the view of giving reasonable consideration among other things to the character of the</p>

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district or area and its peculiar suitability for particular uses and with a view to conserving the value of buildings and property and encouraging the most appropriate use of land and water throughout the County. The Community Zoning Appeals Board and Board of County Commissioners or any of their members may inspect the premises and area under consideration. The Community Zoning Appeals Boards shall have authority over the following zoning applications except where the Board of County Commissioners has direct jurisdiction.

\* \* \*

(3) Special exceptions (for all applications other than public charter schools), unusual and new uses. Hear application for and grant or deny special exceptions, except applications for public charter schools; that is, those exceptions permitted by the regulations only upon approval after public hearing, new uses and unusual uses which by the regulations are only permitted upon approval after public hearing; provided the applied for exception or use, including exception for site or plot plan approval, in the opinion of the Community Zoning Appeals Board, would not have an unfavorable effect on the economy of Miami-Dade County, Florida, would not generate or result in excessive noise or traffic, cause undue or excessive burden on public facilities, including water, sewer, solid waste disposal, recreation, transportation, streets, roads, highways or other such facilities which have been constructed or which are planned and budgeted for construction, are accessible by private or public roads, streets or highways, tend to create a fire or other equally or greater dangerous hazards, or provoke excessive overcrowding or concentration of people or population, when considering the necessity for and reasonableness of such applied for exception or use in relation to the present and future development of the area concerned and the compatibility of the applied for exception or use with such area and its development.

\* \* \*

district or area and its peculiar suitability for particular uses and with a view to conserving the value of buildings and property and encouraging the most appropriate use of land and water throughout the County. The Community Zoning Appeals Board and Board of County Commissioners or any of their members may inspect the premises and area under consideration. The Community Zoning Appeals Boards shall have authority over the following zoning applications except where the Board of County Commissioners has direct jurisdiction.

\* \* \*

(3) Special exceptions (for all applications other than public charter schools), unusual and new uses. Hear application for and grant or deny special exceptions, except applications for >>(i)<< public charter schools >>and (ii) approval of self-service mini-warehouse storage facilities as provided in section 33-314<<; that is, those exceptions permitted by the regulations only upon approval after public hearing, new uses and unusual uses which by the regulations are only permitted upon approval after public hearing; provided the applied for exception or use, including exception for site or plot plan approval, in the opinion of the Community Zoning Appeals Board, would not have an unfavorable effect on the economy of Miami-Dade County, Florida, would not generate or result in excessive noise or traffic, cause undue or excessive burden on public facilities, including water, sewer, solid waste disposal, recreation, transportation, streets, roads, highways or other such facilities which have been constructed or which are planned and budgeted for construction, are accessible by private or public roads, streets or highways, tend to create a fire or other equally or greater dangerous hazards, or provoke excessive overcrowding or concentration of people or population, when considering the necessity for and reasonableness of such applied for exception or use in relation to the present and future development of the area concerned and the compatibility of the applied for exception or use with such area and its development.

\* \* \*

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The table below shows the original Section 33-314 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words stricken through and [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

<b>Section 33-314 of the Code of Miami-Dade County</b>	<b>Proposed changes to Section 33-314 of the Code of Miami-Dade County</b>
<p><b>Sec. 33-314. Direct applications and appeals to the County Commission.</b></p> <p style="text-align: center;">* * *</p> <p>(C) The County Commission shall have jurisdiction to directly hear other applications as follows:</p> <p style="text-align: center;">* * *</p>	<p><b>Sec. 33-314. Direct applications and appeals to the County Commission.</b></p> <p style="text-align: center;">* * *</p> <p>(C) The County Commission shall have jurisdiction to directly hear other applications as follows:</p> <p style="text-align: center;">* * *</p> <p>&gt;&gt;<u>(20) Applications for approval of self-service mini-warehouse storage facilities</u>&lt;&lt;</p> <p style="text-align: center;">* * *</p>

The table below shows the original Section 33-247 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words stricken through and [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

<b>Section 33-247 of the Code of Miami-Dade County</b>	<b>Proposed changes to Section 33-247 of the Code of Miami-Dade County</b>
<p><b>Sec. 33-247. Uses permitted.</b></p> <p>No land, body of water and/or structure shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, reconstructed, moved, maintained or occupied for any purpose in any BU-1A District, except for one (1) or more of the following uses:</p> <p style="text-align: center;">* * *</p> <p>(38) Self-service storage facility. Use will only be permitted upon the submission of a site plan which shall be approved at public hearing. "Self-service storage facility" shall be defined as a fully enclosed space used for warehousing which contains individual storage units with floor area no greater than four hundred (400) square feet and an interior height not to exceed twelve (12) feet. No wholesale or retail sales are permitted.</p>	<p><b>Sec. 33-247. Uses permitted.</b></p> <p>No land, body of water and/or structure shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, reconstructed, moved, maintained or occupied for any purpose in any BU-1A District, except for one (1) or more of the following uses:</p> <p style="text-align: center;">* * *</p> <p>(38) &gt;&gt;<u>Self-service mini-warehouse storage facility only upon approval at public hearing and in accordance with the conditions set forth in section 33-255 of the code.</u>&lt;&lt; [[Self service storage facility. Use will only be permitted upon the submission of a site plan which shall be approved at public hearing. "Self service storage facility" shall be defined as a fully enclosed space used for warehousing which contains individual storage units with floor area no greater than four hundred (400)</p>

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\* \* \*

(46) Rentals of trucks other than light trucks are allowed in conjunction with and ancillary to self-storage facilities, providing the following conditions are met in addition to those specified in sub-articles (4)(a) and (4)(c)—(f) above:

- (i) That a decorative masonry wall at least eight (8) feet in height shall enclose the vehicle storage area and repair area. The placement of said wall and openings through same shall comply with the requirements contained elsewhere in this article. Prior to the granting of any building permit for such wall, the permit applicant shall post with the director a bond in the amount of two thousand five hundred dollars (\$2,500.00) to provide for the costs of removal of graffiti from the wall by the department as provided in *Section 21-30.1(d)(6)*, Code of Miami-Dade County, as amended, should the applicant fail after notice to remove such graffiti.
- (ii) There shall be a landscaped buffer between the masonry wall and any abutting roads which may be a hedge, and/or trees at least forty-eight (48) inches high at the time of planting, or other reasonable landscape plans acceptable to the department.
- (iii) That there be no rental of any truck having a net vehicle weight exceeding twelve thousand six hundred pounds (12,600) pounds.
- (iv) That for each one hundred (100) self-storage units there shall be no more than one (1) rental truck stored, e.g., 1—100 units: 1 rental truck; 101—200 units; 2 rental trucks, etc.; provided however, no more than eight (8) rental trucks may be stored on the premises.
- (v) That no building in the area enclosed by the wall shall exceed two (2) stories in height.
- (vi) That no loading or unloading of trucks is permitted outside the enclosed area and all trucks must be stored inside the enclosed area at all times.

~~square feet and an interior height not to exceed twelve (12) feet. No wholesale or retail sales are permitted.]~~

\* \* \*

~~[(46) Rentals of trucks other than light trucks are allowed in conjunction with and ancillary to self-storage facilities, providing the following conditions are met in addition to those specified in sub-articles (4)(a) and (4)(c)—(f) above:~~

~~(i) That a decorative masonry wall at least eight (8) feet in height shall enclose the vehicle storage area and repair area. The placement of said wall and openings through same shall comply with the requirements contained elsewhere in this article. Prior to the granting of any building permit for such wall, the permit applicant shall post with the director a bond in the amount of two thousand five hundred dollars (\$2,500.00) to provide for the costs of removal of graffiti from the wall by the department as provided in *Section 21-30.1(d)(6)*, Code of Miami Dade County, as amended, should the applicant fail after notice to remove such graffiti.~~

~~(ii) There shall be a landscaped buffer between the masonry wall and any abutting roads which may be a hedge, and/or trees at least forty-eight (48) inches high at the time of planting, or other reasonable landscape plans acceptable to the department.~~

~~(iii) That there be no rental of any truck having a net vehicle weight exceeding twelve thousand six hundred pounds (12,600) pounds.~~

~~(iv) That for each one hundred (100) self storage units there shall be no more than one (1) rental truck stored, e.g., 1—100 units: 1 rental truck; 101—200 units; 2 rental trucks, etc.; provided however, no more than eight (8) rental trucks may be stored on the premises.~~

~~(v) That no building in the area enclosed by the wall shall exceed two (2) stories in height.~~

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<p>(vii) That there shall be no repairs or maintenance work on vehicles on the premises of the self-storage facility.</p> <p>(viii) That the area of self-storage facilities be not less than 2.5 acres.</p>	<p><del>(vi) That no loading or unloading of trucks is permitted outside the enclosed area and all trucks must be stored inside the enclosed area at all times.</del></p> <p><del>(vii) That there shall be no repairs or maintenance work on vehicles on the premises of the self storage facility.</del></p> <p><del>(viii) That the area of self storage facilities be not less than 2.5 acres. ]]</del></p>
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The table below shows the original Section 33-255 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words stricken through and [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

Section 33-255 of the County Code	Proposed changes to Section 33-255 of the County Code
<p><b>Sec. 33-255. Uses permitted.</b></p> <p>No land, body of water and/or structure in the BU-3 District shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, arranged or intended to be used, occupied or maintained for any purpose, unless otherwise provided for, excepting for one (1) or more of the following uses:</p> <p style="text-align: center;">* * *</p> <p>(23.1) Self-service mini-warehouse storage facility. "Self-service mini-warehouse storage facility" shall be defined as a fully enclosed space used for warehousing which contains individual storage units with floor area no greater than four hundred (400) square feet and an interior height not to exceed twelve (12) feet. No business or business activity, and no wholesale or retail sales are permitted in an individual storage area within a self-service mini-warehouse storage facility.</p> <p>(a) Ancillary rentals of trucks other than light trucks are permitted in conjunction with a self-service mini-warehouse storage facility, providing such facility is situated on a site containing not less than 2.5 acres gross, subject to compliance with the following requirements:</p> <p style="text-align: center;">* * *</p>	<p><b>Sec. 33-255. Uses permitted.</b></p> <p>No land, body of water and/or structure in the BU-3 District shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, arranged or intended to be used, occupied or maintained for any purpose, unless otherwise provided for, excepting for one (1) or more of the following uses:</p> <p style="text-align: center;">* * *</p> <p>(23.1) Self-service mini-warehouse storage facility. "Self-service mini-warehouse storage facility" shall be defined as a fully enclosed space used for warehousing which contains individual storage units <del>[[with floor area no greater than four hundred (400) square feet and an interior height not to exceed twelve (12) feet]]</del>. <del>This use shall only be permitted subject to the following conditions:</del></p> <p class="list-item-l1">(a) <u>Each individual storage unit shall have a floor area no greater than 400 square feet and an interior height not to exceed 12 feet.</u></p> <p class="list-item-l1">(b) <u>No such facility shall be located less than 2,500 feet from any other such facility, measured by following a straight line from the nearest portion of the structure of the proposed use to the nearest portion of the structure of the existing use.</u></p>

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<p>(b) Ancillary storage of recreational vehicles and boats is permitted in conjunction with a self-service mini-warehouse storage facility, subject to compliance with the following requirements:</p> <p style="text-align: center;">* * *</p>	<p><u>(c)</u>&lt;&lt; No business or business activity, and no wholesale or retail sales are permitted in an individual storage area within a self-service mini-warehouse storage facility.</p> <p>&gt;&gt;<u>(d)</u>&lt;&lt; [[(a)]] Ancillary rentals of trucks other than light trucks are permitted in conjunction with a self-service mini-warehouse storage facility, providing such facility is situated on a site containing not less than 2.5 acres gross, subject to compliance with the following requirements:</p> <p style="text-align: center;">* * *</p> <p>&gt;&gt;<u>(e)</u>&lt;&lt;[[({b})]] Ancillary storage of recreational vehicles and boats is permitted in conjunction with a self-service mini-warehouse storage facility, subject to compliance with the following requirements:</p> <p style="text-align: center;">* * *</p>
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The table below shows the original Section 33-284.33 of the Code of Miami-Dade County and the proposed changes to this section of the Code. Words stricken through and [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

Section 33-284.83 of the County Code	Proposed changes to Section 33-284.83 of the County Code
<p><b>Sec. 33-284.83. Uses.</b></p> <p>No land, body of water, or structure shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, reconstructed, moved, structurally altered, or maintained for any purpose in the Urban Center (UC) or Urban Area (UA) Districts, except as provided in this article. The uses delineated herein shall be permitted only in compliance with the Regulating Plans and standards provided in this article. The following regulations outline permitted uses in the R (Residential), RM (Residential Modified), MC (Mixed-Use Corridor), MM (Mixed-Use Main Street), MO (Mixed-Use Optional), MCS (Mixed-Use Special), MCI (Mixed-Use Industrial), ID (Industrial District) and I (Institutional) Land Use Areas.</p> <p style="text-align: center;">* * *</p>	<p><b>Sec. 33-284.83. Uses.</b></p> <p>No land, body of water, or structure shall be used or permitted to be used, and no structure shall be hereafter erected, constructed, reconstructed, moved, structurally altered, or maintained for any purpose in the Urban Center (UC) or Urban Area (UA) Districts, except as provided in this article. The uses delineated herein shall be permitted only in compliance with the Regulating Plans and standards provided in this article. The following regulations outline permitted uses in the R (Residential), RM (Residential Modified), MC (Mixed-Use Corridor), MM (Mixed-Use Main Street), MO (Mixed-Use Optional), MCS (Mixed-Use Special), MCI (Mixed-Use Industrial), ID (Industrial District) and I (Institutional) Land Use Areas.</p> <p style="text-align: center;">* * *</p>

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C. Table of Permitted Uses. Unless the regulations for a specific urban center district provide otherwise, the Land Use Groups in paragraph (B) of this *section* shall be permitted in the R (Residential), RM (Residential Modified), MC (Mixed-Use Corridor), MM (Mixed-Use Main Street), MO (Mixed-Use Optional), MCS (Mixed-Use Special), MCI (Mixed-Use Industrial), ID (Industrial District) and I (Institutional) land use categories in accordance with the following table:

LAND USE GROUP	LAND USE CATEGORY							
	R [3][4]	RM [3][4]	MC [1][3]	MM [1][3]	MO [1][3]	MCS [1][3]	MCI [1][3]	ID I

\* \* \*

[ # ] Footnote (as provided below)

*Footnotes:*

1. The vertical integration of uses shall be required in the MM category and shall be encouraged in the MC, MO, MCS, and MCI categories. When residential uses are provided in the MM category, uses other than residential shall be required on the first floor.

\* \* \*

C. Table of Permitted Uses. Unless the regulations for a specific urban center district provide otherwise, the Land Use Groups in paragraph (B) of this *section* shall be permitted in the R (Residential), RM (Residential Modified), MC (Mixed-Use Corridor), MM (Mixed-Use Main Street), MO (Mixed-Use Optional), MCS (Mixed-Use Special), MCI (Mixed-Use Industrial), ID (Industrial District) and I (Institutional) land use categories in accordance with the following table:

LAND USE GROUP	LAND USE CATEGORY							
	R [3][4]	RM [3][4]	MC [1][3]	MM [1][3]	MO [1][3]	MCS [1][3]	MCI [1][3]	ID I

\* \* \*

[ # ] Footnote (as provided below)

*Footnotes:*

1. The vertical integration of uses shall be required in the MM category and shall be encouraged in the MC, MO, MCS, and MCI categories. When residential uses are provided in the MM category, uses other than residential shall be required on the first floor. >>Self-service mini-warehouse storage facilities located in the MCS and MCI categories shall only be permitted upon approval at public hearing and when vertically integrated with, screened by, or located to the rear of habitable space, as defined in section 33-284.82, and shall only be established in accordance with the conditions set forth in section 33-255. In addition, no such facility shall be located less than 2,500 feet from any other such facility, measured by following a straight line from the nearest portion of the structure of the proposed use to the nearest portion of the structure of the existing use.<<

\* \* \*

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 1G4**  
**File No. 182016**

**Researcher: MF Reviewer: PGE**

ORDINANCE RELATING TO THE MIAMI-DADE MILLENNIAL TASK FORCE; CREATING ARTICLE CLXI OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; AMENDING ORDINANCE NO. 17-101; DELETING THE SUNSET PROVISION AND ESTABLISHING THE TASK FORCE AS A PERMANENT COUNTY BOARD; PROVIDING FOR PURPOSE, COMPOSITION, MEMBERSHIP, PROCEDURES, AND DUTIES; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

**ISSUE/REQUESTED ACTION**

Whether the Board should create Article CLXI of the Code of Miami-Dade County (Millennial Task Force), establish the Task Force as a permanent County Board and the deleting the sunset provision in Ord. No. 17-101.

**APPLICABLE LEGISLATION/POLICY**

Resolution No. R-1058-16, adopted by the Board on November 1, 2016, created the Miami-Dade Millennial Task Force; and provided for membership, organization and procedures; and set forth purpose, function, responsibility, and Sunset provision.

<http://intra/gia/matter.asp?matter=162228&file=true&yearFolder=Y2016>

Ordinance No. 17-101, adopted by the Board on December 5, 2017, extended the Sunset Date of the Miami-Dade Millennial Task Force created by Resolution No. R-1058-16 for a certain period of time; and provided for membership, organization and procedures setting forth purpose, function, responsibility, and Sunset provision.

<http://intra/gia/matter.asp?matter=172734&file=true&yearFolder=Y2017>

**PROCEDURAL HISTORY**

**Prime Sponsor:** Commissioner Dennis C. Moss, District 9

**Department/Requester:** None

The proposed ordinance was considered at the September 5, 2018 BCC meeting. It was adopted on first reading and scheduled for a public hearing before the Government Operations Committee on October 17, 2018.

**ANALYSIS**

Resolution No. R-1058-16, adopted by the Board on November 1, 2016, created the Miami-Dade Millennial Task Force, whose purpose was to develop strategies to attract, retain, and assist millennials in Miami-Dade County through, among other things, housing, career, and transportation opportunities or incentives. The term “millennials” refers to individuals born in the early 1980s through the early 2000s.

Resolution No. R-1058-16 provided for the Sunset of the Task Force on the 365<sup>th</sup> day from the effective date of the resolution. The resolution became effective on November 11, 2016; therefore, the Task Force’s Sunset date was set for November 11, 2017.

On December 5, 2017, the Board adopted Ordinance No. 17-101, which extended the Sunset date of the Task Force to either the date when the Board would receive a final report from the Task Force or May 9, 2018.

On May 1, 2018, the Task Force presented its preliminary report to the Board, and the Board requested that the Task force conduct further research and present additional findings within 180 days. Thus, the Task Force is set to Sunset on October 28, 2018.

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However, the Task Force requires more time to carry out its work. Therefore, the proposed ordinance requests the Board to create Article CLXI of the Code of Miami-Dade County, amend Ordinance No. 17-101, delete the Sunset provision and establish the Task Force as a permanent County Board. The implementation of the proposed ordinance will not have a fiscal impact on Miami-Dade County as it will not result in additional staffing needs or future operational costs.

According to the Social Equity Statement, the proposed ordinance will further increase the involvement of Miami-Dade County millennials; particularly those in underserved communities, in an advisory capacity, by providing an additional platform for millennials to inform local government of services, programs and facilities that can improve their quality of life.

The table below shows the proposed Article CLXI of the Code of Miami-Dade County. Words [[double bracketed]] shall be deleted. Words underscored and >>double arrowed<< constitute the amendment proposed.

**ARTICLE CLXI. MIAMI-DADE MILLENNIAL TASK FORCE**

Sec. 2-2385. Creation and Purpose.

The Miami-Dade Millennial Task Force (“Task Force”) is hereby created as a permanent board. The purpose of the Task Force is to develop strategies to attract, retain, and assist millennials in Miami-Dade County through, among other things, housing, career, and transportation opportunities or incentives

Sec. 2-2386. Composition.

The Task Force shall be comprised of 27 members, with one appointment from each County Commissioner, one appointment from the County Mayor, seven at-large seats appointed by the County Commission as a whole, and six ex-officio appointments, one seat to be appointed by each of the following departments and entities: the Beacon Council, the Miami-Dade County Department of Public Housing and Community Development, the Miami-Dade Chamber of Commerce, the Greater Miami Chamber of Commerce, the Greater Miami Convention and Visitors Bureau and the Miami-Dade Economic Advocacy Trust. The members shall be permanent residents and electors of Miami-Dade County, unless waived, in accordance with section 2-11.38, as may be amended. Members shall have knowledge of and interest in the County’s millennial population, and shall serve four-year terms. No member may serve more than eight consecutive years, unless waived, in accordance with section 2-11.38.2, as may be amended.

Sec. 2-2387. Membership; officers; meetings.

The members of the Task Force shall serve without compensation. Members shall select, by majority vote of the voting members present, a chairperson, vice-chairperson, and such other additional officers as the Task Force shall deem necessary. All officers shall serve one-year terms, and no member may remain in the same officer position for more than two consecutive years. After one year of not holding the office, a member may be elected to the same office that was previously held for up to two consecutive years. Ex-officio members are non-voting members of the Task Force and shall not serve as an officer of the Task Force.

The chairperson shall preside at all meetings at which he or she is present. The vice chairperson shall act as chairperson in the absence of the chairperson. In the event of a chairperson vacancy, the vice chairperson shall conduct the next meeting and the voting members of the Task Force shall select a new chairperson at that meeting. In the event of a vice chairperson vacancy, the chairperson shall conduct the next meeting and the voting members of the Task Force shall select a new vice chairperson at that meeting. In the event of both a chairperson and vice chairperson vacancy, the Task Force shall select, by majority vote of the voting members present, a temporary presiding chair of the Task Force to perform the duties of the chair for the remainder of the terms in which the

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vacancies exist.

The Task Force shall meet at least once a month.

Sec. 2-2388. Procedures; regulations.

In order to transact any business or to exercise any power vested in the Task Force, a quorum consisting of a majority of voting members duly appointed shall be present.

The Task Force may establish, adopt, and amend bylaws, rules, and regulations for its own governance. Nevertheless, all proceedings of the Task Force shall be conducted in accordance with the Government in the Sunshine Law, section 286.011, Florida Statutes, as such may be amended from time to time, and the Citizens Bill of Rights of the Miami-Dade County Home Rule Charter. The Task Force shall be deemed an “agency” for purposes of the Public Records Law. The Task Force shall be governed by all State and County conflict of interest laws, as applicable, including the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, section 2-11.1 of the Code of Miami-Dade County. The Task Force shall provide members of the public a reasonable opportunity to be heard, consistent with section 286.0114, Florida Statutes. Accordingly, rule 6.06 of the Miami-Dade County Board of County Commissioners Rules of Procedures is incorporated herein.

Sec. 2-2389. Duties; powers.

The Task Force shall provide reports on its findings and recommendations to the Board of County Commissioners at least annually. Reports shall consist of comprehensive assessments of the issues millennials face within the County, the issues contributing to millennials moving to other regions and solutions or strategies to attract, retain, and assist millennials in the County through, among other things, housing, career, and transportation opportunities or incentives. Reports shall be placed on an agenda of the Board pursuant to Ordinance No. 14-65. The Board may request further work of the Task Force as may be in the public interest.

The Task Force is advisory only and shall not have the power or authority to commit the County or any of its agencies or instrumentalities to any policies, incur any financial obligations, or create any liability, contractual or otherwise, on behalf of the County or any of its agencies or instrumentalities.

Sec. 2-2390. Staff and Support.

The Task Force shall be provided adequate staff and support services by the County Mayor or County Mayor's designee. The staff shall maintain and keep records of the Task Force; prepare, in cooperation with the chairperson, the agenda for each meeting; be responsible for the preparation of such reports, minutes, documents, or correspondence as the Task Force may direct; and, generally administer the business and affairs of the Task Force, subject to budgetary limitations. The Task Force may request that the Board provide such other specialized consulting expertise as it may determine are necessary from time to time. The County Attorney's Office shall provide legal counsel, as needed, to the Task Force.

Section 3. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 4. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or re-lettered to accomplish such intention, and the word “ordinance” may be changed to “section,” “article,” or other appropriate word.

Section 5. This ordinance shall become effective ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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**ADDITIONAL INFORMATION**

Miami-Dade County Millennial Task Force preliminary report, presented to the Board of County Commissioners at its May 1, 2018 meeting.

<http://www.miamidade.gov/govaction/legistarfiles/Matters/Y2018/181121.pdf>

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**Research Notes**

**Item No. 3A**  
**File No. 182110**

**Researcher: MF Reviewer: PGE**

RESOLUTION DECLARING SURPLUS COUNTY-OWNED REAL PROPERTY LOCATED AT 401 NW 3 STREET, MIAMI, FLORIDA (FOLIO NO. 01-0109-000-1270); AUTHORIZING THE PUBLIC SALE OF SAME TO THE HIGHEST BIDDER IN ACCORDANCE WITH SECTION 125.35(1), FLORIDA STATUTES, FOR NO LESS THAN \$341,250.00; WAIVING ADMINISTRATIVE ORDER 8-4 AS IT RELATES TO REVIEW BY THE PLANNING ADVISORY BOARD; AUTHORIZING THE COUNTY MAYOR OR THE 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 declare surplus a County-owned real property located at 401 NW 3<sup>rd</sup> Street, Miami and authorize the public sale of this property to the highest bidder in accordance with Section 125.35 (1) of the Florida Statutes for no less than \$341,250.00.

**APPLICABLE LEGISLATION/POLICY**

**Florida Statutes, Section 125.35**, provides that “[t]he Board of County Commissioners is expressly authorized to sell and convey any real or personal property, and to lease real property, belonging to the County, whenever the Board determines that it is to the best interest of the County to do so, to the highest and best bidder for the particular use the Board deems to be the highest and best, for such length of term and such conditions as the governing body may in its discretion determine.” [http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&URL=0100-0199/0125/Sections/0125.35.html](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0125/Sections/0125.35.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](http://miamidade.fl.elaws.us/code/coor_ptiii_ch2_arti_sec2-10.4.2)

**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>

**Resolution No. R-487-02**, adopted by the Board on May 21, 2002, accepted a donation of a 7,500 square foot parcel containing an approximate 1,250 square foot historically designated residence located at 401 NW 3<sup>rd</sup> Street, Miami, from GHG Miami River, LLC; and authorized the execution of a Lease Agreement of the property to the MDHA Development Corporation, a non-for-profit corporation, for premises to be re-developed and utilized as a Wellness and Community Center. <http://intra/gia/matter.asp?matter=021307&file=false&yearFolder=Y2002>

**Resolution No. 932-15**, adopted by the Board on October 20, 2015, authorized the conveyance of the property located at 401 NW 3<sup>rd</sup> Street, Miami to the Dade Heritage Trust, Inc., a Florida not-for-profit corporation, at no cost, pursuant to Section 125.379 of the Florida Statutes; and required the restoration of a historic cottage located thereon.

<http://intra/gia/matter.asp?matter=152086&file=true&yearFolder=Y2015>

**Resolution No. R-1199-17**, adopted by the Board on December 5, 2017, rescinded Resolution No. 932-15, which authorized the acquisition of the property located at 413 NW 3<sup>rd</sup> Street, Miami, and the subsequent conveyance of such property as well

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as adjoining County-owned property to Dade Heritage Trust, Inc., for the construction of affordable housing and historical preservation of a cottage located on the property.

<http://intra/gia/matter.asp?matter=172490&file=true&yearFolder=Y2017>

**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>

**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 and attached by the Clerk of the Board to the authorizing resolution.

<http://intra/gia/matter.asp?matter=091900&file=true&yearFolder=Y2009>

#### **PROCEDURAL HISTORY**

**Prime Sponsor:** Commissioner Eileen Higgins, District 5

**Department/Requester:** Internal Services

The proposed resolution has no procedural history.

#### **ANALYSIS**

The proposed resolution requests the Board to declare surplus a County-owned real property located at 401 NW 3<sup>rd</sup> Street, Miami; and authorize the public sale of this property to the highest bidder in accordance with Section 125.35 (1) of the Florida Statutes, for no less than \$341,250.00.

Resolution No. R-487-02, adopted by the Board on May 21, 2002, accepted a donation of a 7,500 square foot parcel containing an approximate 1,250 square foot historically designated residence located at 401 NW 3<sup>rd</sup> Street, Miami, from GHG Miami River, LLC; and authorized the execution of a Lease Agreement of the property to the MDHA Development Corporation, a non-for-profit corporation, for premises to be re-developed and utilized as a Wellness and Community Center.

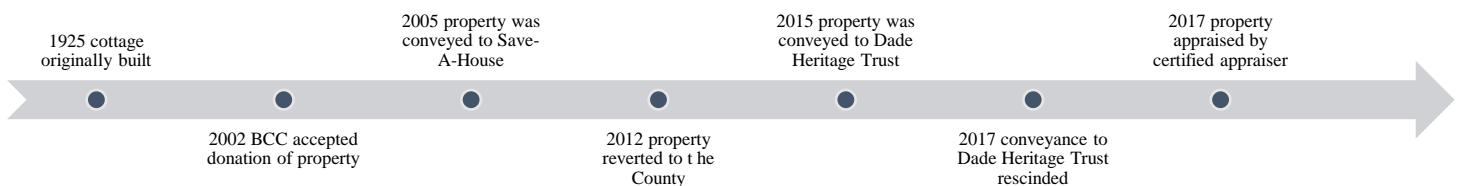
In 2005, the property was conveyed to Save-A-House, Inc., a not-for-profit organization that planned to renovate the building and use it as a resource center; however, the building was not repaired and the property reverted to the County in 2012.

Resolution No. 932-15, adopted by the Board on October 20, 2015, authorized the conveyance of the property located at 401 NW 3<sup>rd</sup> Street, Miami to the Dade Heritage Trust, Inc., a Florida not-for-profit corporation, at no cost, pursuant to Section 125.379 of the Florida Statutes; and required the restoration of a historic cottage located thereon. However, due to lack of funding, the Dade Heritage Trust, Inc., was unable to restore the cottage.

Resolution No. R-1199-17, adopted by the Board on December 5, 2017, rescinded Resolution No. 932-15. An Independent State of Florida certified appraiser inspected the property and concluded that the market value of the vacant and unimproved property as of June 8, 2017 was \$455,000. In addition, he determined that the cottage was beyond repair. However, the cottage cannot be demolished without the approval of the City of Miami's Historic Preservation Board. It is, therefore, recommended that the property be sold to the highest bidder for no less than \$341,250.00.

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According to the Fiscal Impact Statement, the sale of this property will eliminate the County's obligation to maintain the property, which costs approximately \$1,100 per year. In addition, it will place the property on the tax roll, generating approximately \$10,082 in annual ad valorem taxes.



Below is an aerial view of the property located at 401 NW 3<sup>rd</sup> Street, Miami:



**ADDITIONAL INFORMATION**

The City of Miami's historic preservation program promotes the identification, evaluation, rehabilitation, adaptive use, and restoration of the City's historic, architectural, and archeological heritage. For more information, please consult the webpage below.

<http://www.historicpreservationmiami.com/>

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**Research Notes**

**Item No. 3B, 3B Suppl.  
File No. 182051, 182358**

**Researcher: IL Reviewer: TD**

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00880 IN A TOTAL AMOUNT UP TO \$5,691,000.00 FOR THE PURCHASE OF SPECIAL EVENT EQUIPMENT RENTAL FOR VARIOUS COUNTY DEPARTMENTS 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 additional expenditure authority to *Prequalification Pool No. RTQ-00880 for the purchase of special event equipment rental*, in the amount of \$5,691,00.00 for a term of eight years, for tents, tables and chairs, linens, lights, stage equipment, podiums and microphones.

**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%20county/codes/code%20of%20ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami-dade%20county/codes/code%20of%20ordinances?nodeId=PTIIICOOR_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-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>

Resolution No. R-140-15, adopted by the Board on February 3, 2015, 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, 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>

Resolution No. R-397-18, adopted by the Board on May 1, 2018, approving additional expenditure authority in a total amount up to \$575,000.00 for pre-qualification Pool No. 8341-1/18-1 for purchase of equipment rentals for Port Miami.

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<http://www.miamidade.gov/govaction/matter.asp?matter=180330&file=true&fileAnalysis=true&yearFolder=Y2018>

Resolution 1425-08 introduced to the Board on December 1, 2008, authorizing award of competitive contracts, and authorize the county mayor or county mayor's designee, authority to exercise options-to-renew established thereunder, a bid rejection, contract modifications and award of competitively bid contracts of other governmental entities for the purchase of goods and services [see original item under file no. 083427].

<http://intra/gia/matter.asp?matter=083571&file=true&yearFolder=Y2008>

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:** None

**Department/Requester:** Internal Services Department

The proposed resolution was deferred and not forwarded to the BCC with a favorable recommendation by the Government Operations Committee at its September 12, 2018 meeting. Prior to deferment, Commissioner Sosa asked "How can the non-local firm provide special equipment. There was a rule that was approved that if you are offering me a good price you need to have a local address within a certain amount of days".

Commissioner Joe Martinez: asked as a point of clarification, if the rule was violated?

County Attorney's office stated that "they would look into what rule Commissioner Sosa was talking about."

Commissioner Suarez stated that a big chunk of this money is for the Port of Miami, and did not want to delay an enterprise.

Commissioner Joe Martinez made a motion to reconsider as current contract remains in effect until January 2019.

Item deferred.

**ANALYSIS**

The proposed resolution requests Board authorization for the establishment of *Prequalification Pool No. RTQ-00880, for the purchase of special event equipment rental*, in the amount of \$5,691,000.00 to have tents, tables and chairs, linens, lights, stage equipment, podiums and microphones available for various departments.

The Fiscal impact is \$5,691,000.00 with a term of 8 years. The current pool, 8341-1/18-1, is valued at \$6,225,000.00 for a 10- year term and expires on January 31, 2019. The allocation under the replacement pool is higher than the previous pool because of an operational need for tents that serve as temporary cruise terminals when a terminal or berth is unavailable. Failure to provide areas to service these vessels can equate to hundreds of thousands of dollars in lost revenue to the County per vessel.

The specific allocation requests for each user department is shown below:

Department	Funding Source	Allocation
Animal Services Department	General Fund	\$ 232,000

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Aviation Department	Proprietary Funds	\$ 48,000
Corrections and Rehabilitation	General Fund	\$ 12,000
Elections, Funding Source	General Fund	\$ 160,000
Medical Examiner	General Fund	\$ 48,000
Parks and Recreation and Open Spaces	General Fund	\$ 458,000
Port Miami	Proprietary Funds	\$4,480,000
Public Housing and Community Development	Federal Funds	\$ 16,000
Regulatory and Economic Resources	Proprietary Funds	\$ 42,000
Solid Waste Management	Proprietary Funds & General Funds	\$ 71,000
Transportation and Public Works	DTPW Operating- No CITT Funds	\$ 124,000
	<b>Total</b>	<b>\$5,691,000</b>

The chart below illustrates the current vendors in the pool.

Pre-Qualified Vendor	Principal Address	Sunbiz Status	DBPR Certificate Status	SBE	Local Vendor Status
FIESTA CAROUSEL INC	991 W 22 Street, Hialeah, FL 33010	Active	No	No	Yes
Sunshine Tents and Event Rentals, LLC	2322 SW 58 Terrace, West Park, FL 33023	Active	No	No	No

Below is the list of the local vendors under review from the most recent solicitation.

Vendor	Principal Address	Local Vendor
A 2 <sup>nd</sup> Chance Party Rental, Inc. dba Genair Event of South Florida- Local (SBE)	18309 SW 152 Avenue, Miami, FL	Yes
Glens Tent and Table Rental Service Inc. -Local (SBE)	8000 NW 56 Street, Doral, FL	Yes
SBS Investment of Dade County dba Christina's Party Rentals	9740 E. Evergreen Street, Miami, FL	Yes

Of the two vendors currently in the pool, one is local (50%), which is under the 75% threshold required by Resolution No. R-477-18. The Mayoral Memorandum states that 2,927 vendors were notified through the County's BidSync online bidding system. To increase participation in the pool all current pool vendors were notified by email before the solicitation was advertised and after it closed. As a result of these efforts three new applications were received, of which all are local and currently under review. The pool will remain open to allow additional vendors that meet the prequalification criteria to be added.

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**Research Notes**

OCA performed a search for commodity code 98172: (Tents, Tarpaulins and Supplies Rental or Lease) on the Business Management Workforce System's Certified Vendor Directory on September 06, 2018. Listed below are the local SBEs identified:

- A 2nd Chance Party Rental, Inc., dba Genair Event of South Florida Miami, FL  
SBE-G&S (Which is currently under review)

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**Research Notes**

**Item No. 3C**  
**File No. 182112**

**Researcher: IL Reviewer: TD**

RESOLUTION RATIFYING THE ACTION BY THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE WITH RESPECT TO THE ADDITION OF VENDORS TO OPEN POOL CONTRACTS DURING THE PERIOD OF JANUARY 1, 2018 THROUGH JUNE 30, 2018

**ISSUE/REQUESTED ACTION**

Whether the Board of County Commissioners (Board) should approve this resolution ratifying the action by the County Mayor or County Mayor's designee with respect to the addition of vendors to open pool contracts during the period of January 1, 2018 through June 30, 2018.

**APPLICABLE LEGISLATION/POLICY**

Resolution No. R-395-12 adopted May 1, 2012, relates to the amending of prior delegations of authority to the County Mayor with respect to adding vendors to "open pool contracts."

<http://www.miamidade.gov/govaction/legistarfiles/Matters/Y2012/120561.pdf>

**PROCEDURAL HISTORY**

**Prime Sponsor:** None

**Requester/Department:** Internal Services Department

There is no procedural history at this time.

**ANALYSIS**

This item will ratify the actions by the County Mayor as it relates to the addition of vendors to open pool contracts during the period of January 1, 2018 through June 30, 2018.

The purpose of open pools is to provide opportunities for local and other firms to compete for various contracts. Resolution No. R-395-12 requires the administration to prepare a report twice a year for the Board's ratification, listing the names of the vendors added to open pools. The Board reviews the information in that report to evaluate whether the added vendors are responsive and responsible, and to ensure that the current status of the work assigned is pursuant to the open pool contract. If the vendor is not ratified for inclusion by the Board, they will be removed from the open pool contract and will not be eligible to bid for or be awarded any additional work under the pool.

This item will not create a fiscal impact for the County, as stated by the mayoral memo.

The Board reviews the added vendors and the information in the report to conclude whether they have sufficient requirements to be awarded a contract in addition to being responsive and responsible vendors. They must continue to meet the County's policies as they provide the highest quality services at the lowest price.

The mayoral memo states that there were 99 vendors out of which 36 had a local office, or approximately 37 percent. The list of the added vendors is available upon request.

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 3D**  
**File No. 182264**

**Researcher: IL Reviewer: TD**

RESOLUTION APPROVING REPLACEMENT OF SENIOR COUNSEL COZEN O'CONNOR, PC WITH GRAYROBINSON, P.A. IN THE DISCLOSURE COUNSEL POOL, RTQ-00528, FOR THE FINANCE DEPARTMENT

**ISSUE/REQUESTED ACTION**

Whether the Board should approve the replacement of Senior Counsel Cozen O'Connor, PC with GrayRobinson, P.A. in the disclosure counsel pool, Pool No. RTQ-00528, for the Finance Department.

**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 \$250,000.00; (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 Implementing Order (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami\\_dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

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. 999-17, adopted by the Board on November 7, 2017, establishes closed prequalification pool RTQ-00528 consisting of Cozen O' Connor, PC, Hunton & Williams, LLP, and Nabors, Giblin & Nickerson, P.A. in a total amount up to \$4,900,000.00 for a seven (7) year term for disclosure bond counsel for the Finance department.

<http://intra/gia/matter.asp?matter=172068&file=true&yearFolder=Y2017>

Resolution No. R-1011-15, adopted by the Board on November 3, 2015, directs the 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, and directs the Mayor to include such information in the memorandum to Board pertaining to vendor being recommended for contract award.

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

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: None**

**Department/Requester: Internal Services Department**

There is no procedural history at this time.

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**ANALYSIS**

The proposed resolution requests the Board approve the replacement of Senior Counsel Cozen O' Connor, PC with GrayRobinson, P.A. in the disclosure counsel pool, Pool No. RTQ-00528, for the Finance Department. The Department does not request a change in additional expenditure authority or additional time for the existing pool.

The pool has a current cumulative allocation of \$4,900,000.00 which is not affected by this modification and it expires on February 28, 2025.

The County awarded this competitively-established pool on November 11, 2017 for a seven (7) -year term under Resolution No. R-999-17. The pool consists of three bond counsel law firms (senior counsel) with their associate law firms (associate counsel). The pool is currently in the first-year term. The Finance Department uses this pool to provide disclosure counsel services, on an as needed basis, for the issuance of public bond or debt transactions related to the County.

The substitution is requested due to Cozen O'Connor's termination as senior counsel. As a condition of award, each senior counsel is required to contractually engage with an associate counsel located in Miami-Dade County in an effort to expand the availability of small and local law firms with experience in public finance. Pursuant to the solicitation, if a senior or associate counsel terminates their contractual engagement, the County may, at its sole discretion and upon approval of the Board, permit the surviving counsel to make a substitution, provided that the replacement firm meets the applicable requirements set forth in the solicitation. Cozen O'Connor, senior counsel, had a joint venture agreement with Law Offices Thomas H. Williams, Jr., P.L. (THW), associate counsel. Due to a conflict of interest with other County projects, not related to THW, Cozen O'Connor terminated their agreement.

OCA performed a search for commodity codes 94648: ([Financial Advisor](#)), on the Business Management Workforce System's Certified Vendor Directory on October 21, 2018. Listed below are the local SBEs identified:

A. L. JACKSON & COMPANY, P.A.	Miami, FL	<a href="#">SBE-G&amp;S</a>
Anthony Brunson, P.A.	Miami, FL	<a href="#">SBE-G&amp;S</a>
C Borders-Byrd, CPA LLC	Miami, FL	<a href="#">SBE-G&amp;S</a>

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 3E**  
**File No. 182266**

**Researcher: IL Reviewer: TD**

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00918 IN A TOTAL AMOUNT UP TO \$3,995,000.00 FOR THE PURCHASE OF SIGNS AND BANNERS FOR MULTIPLE COUNTY DEPARTMENTS FOR A TERM OF FIVE 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 Prequalification Pool No. RTQ-00918, for the purchase of signs and banners, in the amount of \$3,995,000.00 for a term of five (5) years, for various County departments.

**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 \$250,000.00; (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 Implementing Order (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami-dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami-dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_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-36-14, adopted by the Board on January 22, 2014, authorizes additional time and expenditure authority in a total amount up to \$69,552,000.00.

<http://www.miamidade.gov/govaction/matter.asp?matter=132381&file=true&fileAnalysis=false&yearFolder=Y2013>

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-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>

Resolution No. R-140-15, adopted by the Board on February 3, 2015, 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, 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: Oct. 17, 2018**  
**Research Notes**

Implementing Order No. 3-38 provides 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:** None

**Department/Requester:** Internal Services Department

There is no procedural history at this time.

### **ANALYSIS**

The proposed resolution requests Board authorization to establish a prequalification pool in the amount of \$3,995,000,000.00 for a five (5)-year term, for the purchase of signs and banners. This pool provides for the purchase of electrical and non-electrical signs and banners which may include installation and removal services, throughout the County. The current pool, 0800-0/14, was originally approved for \$630,084.00 for one (1) year term.

The pool is composed of three groups: 1) Purchase of Signs and Banners; 2) Purchase, Install, and/or Removal – Non-Electrical Signs and Banners; and 3) Purchase, Install, and/or Removal – Electrical Signs and Banners. Departments will utilize this pool to provide new logo or special event signs and banners and replacement of building signs after a hurricane or building renovation.

The fiscal impact is \$3,995,000.00 for a term of five (5) years. The largest user department of this service is the Internal Services Department. The current pool, 0800-0/14 is valued at \$6,924,000.00 for a six (6)-year term and expires on April 30, 2019.

<b>Department</b>	<b>Prior Requested Allocation (03-13-2013)</b>	<b>Current Requested Allocation</b>	<b>Increase/Decrease (+/-)</b>
Animal Services	N/A	\$ 40,000	+\$ 40,000
The Aviation Department	\$18,500	\$ 50,000	+\$ 31,500
Miami-Dade Advocacy Trust	\$3,400	\$ 20,000	+\$ 16,600
Community Action and Human Services	\$ 3,000	\$ 60,000	+\$ 57,000
Cultural Affairs	N/A	\$ 500,000	+\$ 500,000
Internal Services Department	\$512,321	\$2,000,000	+\$1,487,679
Parks and Recreation and Open Spaces	N/A	\$ 400,000	+\$ 400,000
Port Miami	\$ 26,000	\$ 650,000	No Change
Public Housing and Community Development	\$ 10,000	\$ 50,000	+\$ 40,000
Regulatory and Economic Resources	\$ 13,400	No request made	-\$ 13,400
Library System	\$ 36,463	\$ 225,000	+\$ 188,537
Community Action an Human Services	\$ 3,000	\$ 60,000	+\$ 57,000

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

<b>Total</b>	\$630,000	\$3,995,000	+\$2,818316
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A total of eight vendors responded to the solicitation and all are being recommended for inclusion in the pool, they are Master Visuals Pro, LLC., Neon Sign Solutions, Inc. (SBE), Paramount Service & Maintenance, Corp., Saul Signs Master, Inc., South Florida Lighting Team, LLC dba Miami Christmas Lights, Superior Office Services, LLC (SBE), System 2/90, Inc. dba 2 90 Sign Systems, and Total Connection, Inc. (SBE) of the eight (8) vendors being recommended for the pool, six (6) are local (75%), which meets the 75% threshold required by Resolution No. R-477-18. Seven (7) are local and of those seven (7), three (3) are certified Small Business Enterprise Firms. The County's Bidsync online bidding system notified 10,483 vendors upon advertisement, including incumbent vendors on the current pool. Additionally, an email blast was sent to 228 local vendors using the Local Business Tax database from the Tax Collector's Office to demonstrate additional efforts made. Three (3) of the six (6) local vendors are SBEs. All of the recommended firms for this pool were also on the prior contract RTQ-00918.

OCA performed a search for commodity codes 35010: ([Banners, Pennants and Decorative Fans, Drapes, and Pull Downs](#)); [55762: Signage, Advertising Type \(Interior and Exterior\)](#); and [55970-Signage \(Incls. Destination, Routing and Advertising\)](#) on the Business Management Workforce System's Certified Vendor Directory on October 15, 2018. Listed below are the local SBEs identified:

Fair Play, Inc., dba Freedom Flag & Banner Company	North Miami, FL	SBE-G&S
Gateways Unlimited, Inc.	Miami, FL	SBE-G&S
I P A C	Cutler Bay, FL	SBE-G&S
Innovative Incentives, Inc.	Miami, FL	SBE-G&S
Digraphix Advertising Co.	Doral, FL	SBE-G&S
Eastern Rail Corp.	Hialeah, FL	SBE-G&S
Remington Steel & Signs Llc	Miami, FL	SBE-G&S
Apimaging, Inc., Dba Associated Photo & Imaging	Hialeah, FL	SBE-G&S

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 3F**  
**File No. 182296**

**Researcher: IL Reviewer: TD**

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$2,532,000.00 FOR PREQUALIFICATION POOL NO. RTQ-00299 FOR HEATING, VENTILATING, AND AIR-CONDITIONING AND CONTROL SERVICES FOR MULTIPLE DEPARTMENTS

**ISSUE/REQUESTED ACTION**

Whether the Board should authorize additional expenditure authority to Prequalification Pool No. RTQ-00299-, for Heating, Ventilating, and Air-Conditioning and Control Services in the amount of \$2,532,000.00. The pool term expires on May 31, 2024, for various County departments.

**APPLICABLE LEGISLATION/POLICY**

Section 2-8.1 of the Code of Miami-Dade County (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 Implementing (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami - dade county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami - dade county/codes/code_of_ordinances?nodeId=PTIIICOOR_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-373-16, adopted by the Board on May 17, 2016, authorizing the establishment of prequalification pool RTQ-00299 in a total amount up to \$10,328,000.00 for heating, ventilating and air-conditioning (HVAC) and control services for County Departments.

<http://intra/gia/matter.asp?matter=160575&file=true&yearFolder=Y2016>

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>

Implementing Order No. 3-38 provides 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>

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**PROCEDURAL HISTORY**

**Prime Sponsor:** None

**Department/Requester:** Internal Services Department

There is no procedural history at this time.

**ANALYSIS**

The proposed resolution requests Board authorization to increase expenditure authority to Prequalification Pool No. RTQ00299, for Heating, Ventilating, and Air-Conditioning and Control Services, in the amount of \$2,532,000 supporting multiple County departments. The County established the current pool solicit spot market quotes for work such as ductwork cleaning and sanitizing, emergency repairs, and repair or replacement of chillers, piping, cooling towers, air handlers, and supporting structures. The requested additional expenditure authority is needed for the following reasons:

- 1) Community Action and Human Services is requesting \$1,376,000 for ongoing air-conditioning repair and installation services to ensure continuity of operations at all facilities.
- 2) Corrections and Rehabilitation is requesting \$750,000 for emergency repair and maintenance services of magnetic chillers located at the Metro West Detention Center and to replace old equipment servicing the Medical Housing Unit at the Turner Guilford Knight Correctional Center.
- 3) Cultural Affairs is requesting \$406,000 to service existing facilities at Caleb Auditorium, African Heritage Cultural Arts Center, Miami-Dade County Auditorium, and South Miami-Dade Cultural Arts Center to provide regular and emergency service and/or repairs, as needed. An assessment was conducted and it was determined that all facilities require service. These facilities host public events and it is imperative that the HVAC systems are functioning properly for clients and patrons.

The pool term expires on May 31, 2024 and has a current cumulative allocation of \$10,788,000. If this request is approved, the pool will have a modified cumulative allocation of \$13,320,000. The requested increase in expenditure is based upon anticipated expenditures

The chart below illustrates the distribution of the cumulative and requested additional allocations by department.

<b>Department</b>	<b>Current Requested Allocation</b>	<b>Additional Expenditure Increase/Decrease (+/-)</b>	<b>Total</b>	<b>Previous Allocation August 21, 2014</b>
Miami-Dade Animal Services	\$ 150,000.00	Remains the same	\$ 150,000.00	N/A
The Aviation Department	\$3,440,000.00	Remains the same	\$ 3,440,000.00	\$500,000.00
Community Action and Human Services	\$ 225,000.00	+\$1,376,000.00	\$ 1,601,000.00	N/A
Corrections and Rehabilitation	\$ 520,000.00	+\$750,000.00	\$ 1,270,000.00	\$ 31,000.00
Cultural Affairs	\$ 100,000.00	+\$406,000.00	\$ 506,000.00	N/A

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

Miami-Dade Fire Rescue	\$ 240,000.00	Remains the same	\$ 240,000.00	\$ 26,000.00	
Public Housing and Community Redevelopment	\$ 1,600,000.00	Remains the same	\$ 1,600,000.00	\$ 203,000.00	
Internal Services Department	\$1,000,000.00	Remains the same	\$ 1,000,000.00	\$ 64,000.00	
Library System	\$ 920,000.00	Remains the same	\$ 920,000.00	N/A	
Parks, Recreation and Open Spaces	\$ 768,000.00	Remains the same	\$ 768,000.00	\$ 41,000.00	
Miami-Dade Police Department	\$ 600,000.00	Remains the same	\$ 600,000.00	N/A	
PortMiami	\$ 640,000.00	Remains the same	\$ 640,000.00	N/A	
Solid Waste Management	\$ 20,000.00	Remains the same	\$ 20,000.00	\$ 6,000.00	
Vizcaya	\$ 35,000.00	Remains the same	\$ 35,000.00	N/A	
Miami-Dade Water and Sewer Department	\$ 530,000.00	Remains the same	\$ 530,000.00	\$ 10,000.00	
<b>Total</b>	<b>\$10,788000.00</b>	<b>\$2,532,000.00</b>	<b>\$13,320,000.00</b>	<b>\$933,000.00</b>	

The following list reflects firms that were part of the previous pool and are also present in the current pool:

- Air Contracting and Refrigeration, Inc. (SBE)
- Clark Contracting Solutions, LLC dba Forair
- Cool-Breeze Air Conditioning Corporation
- Cool Water Air Conditioning, Inc. (SBE)
- Johnson Controls, Inc.
- Master Mechanical Services, Inc., (SBE)
- Premier Airconditioning & Refrigeration, Inc.,
- Temptrol Air Conditioning, Inc.,
- Trane U.S., Inc. dba Trane,
- Weathertrol Maintenance, Corporation

Of the twenty-six (26) vendors currently in the pool, twenty have local address (77%), which is above the 75% threshold required by Resolution No. R-477-18.

OCA performed a search for commodity code 91036: Heating, Air Conditioning, and Ventilation Maintenance, Repair and Installation Services on the Business Management Workforce System's Certified Vendor Directory on October 15, 2018 and found 54 local SBE firms: (List is available upon request)

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

**Item No. 3G**  
**File No. 182297**

**Researcher: IL Reviewer: TD**

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00924 IN A TOTAL AMOUNT UP TO \$2,812,000.00 FOR THE PURCHASE OF SECURITY EQUIPMENT, MAINTENANCE, AND REPAIR SERVICES FOR MULTIPLE COUNTY DEPARTMENTS 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 Prequalification Pool No. RTQ-00924, for the purchase of security equipment, maintenance, and repair services, in the amount of \$2,812,000.00 for a term of eight years, for various County departments.

**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 Implementing Order (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami - dade county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami - dade county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

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-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>

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 (ISD); 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:** None

**Department/Requester:** Internal Services Department

There is no procedural history at this time.

**GOC Meeting: Oct. 17, 2018**  
**Research Notes**

### **ANALYSIS**

The proposed resolution requests Board authorization to establish a prequalification pool in the amount of \$2,812,000,000 for an eight (8)-year term, for the purchase of security equipment, maintenance, and repair services. This pool provides for the purchase, installation, maintenance, calibration, and repair services for x-ray machines, turnstiles, walk-through metal detectors, and related security equipment. The pool includes two groups: Group 1, Purchase and Installation of Equipment; and Group 2, Maintenance, Calibration, and Repair Services (The living wage will only apply to Group 2 when spot market quotes are over \$100,000.00 per request) This pool is necessary to ensure the safety and security of County employees and members of the public by eliminating contraband from entering Miami-Dade County facilities through the use of security equipment in proper working condition.

The fiscal impact is \$2,812,000.00 for an eight (8) year term. The largest user department of this service is ISD. There is no previous long-term contract for the purchase of this equipment; however, at the September 5, 2018 Board meeting, the County ratified two (2) emergency contracts for a one (1) time purchase of x-ray and body scanner equipment for the Miami-Dade Corrections and Rehabilitation Department. The emergency contracts were awarded as part of the response to the opioid crisis, providing for the purchase of security products and services needed to detect and eradicate concealed contraband entering correctional facilities throughout the County.

A Request for Qualifications was issued under full and open competition. Six (6) vendors responded to the solicitation, of which two (2) were “No Bids”. A “No Bid” means the vendor responded indicating that it will not provide an offer. Currently, two (2) vendors are being recommended for inclusion in the pool.

- Pemica, Inc. (Pre-qualified for Group 1 and 2)
- Rapiscan Systems, Inc. (Pre-qualified for Group 1 and 2)

OCA performed a search for commodity codes 93673: (Security and Access Systems Maintenance and Repair) , 03595: (X-Ray Scanner, Passenger Baggage, 68002: (Accessing Control Systems and Security Systems), and 68044: (Detectors, Gun and Metal), on the Business Management Workforce System’s Certified Vendor Directory on October 15, 2018. Listed below are the local SBEs identified:

- Conwell & Associates Consulting Company Miami, FL SBE-G&S
- A&B Hardware , Inc., dba A&B Hardware-Lumber, Inc. Miami, FL SBE-G&S
- All Dade Fences, Inc., Hialeah, FL SBE-G&S
- CMS International Group, Corp., Miami, Gardens, FL SBE-G&S
- Conwell & Associates Consulting Company, Miami, FL SBE-G&S
- Genard & Associates, LLC, Miami, FL SBE-G&S
- Golden Fence Company, Inc. Miami, FL SBE-G&S
- Guaranteed Fence Corp., Hialeah, FL SBE-G&S
- Javan Lumber, Inc., North Miami, FL SBE-G&S
- Smart House Solutions, Inc., Miami, FL SBE-G&S
- United Iron Works, Inc., DBA United American Metal Works, Miami, FL SBE-G&S
- Smart House Solutions, Inc., Miami, FL SBE-G&S
- Generating Systems, Inc., Miami, FL SBE-G&S
- Coral Way Locksmith, Corporation, Miami, FL SBE-G&S
- Delphi One Systems Corp., Miami, FL SBE-G&S
- Galactic Technology Group, LLC, Miami, FL SBE-G&S

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**Research Notes**

**ADDITIONAL INFORMATION.**

Based on information found on Pemica Inc.'s website, the vendor has provided security equipment maintenance to multiple agencies such as Broward County Sheriff's Office, Broward County, Florida Department of Corrections, Lee County, Osceola County and Manatee County among others.

<https://www.pemica.us/customers/>

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**Research Notes**

**Item No. 3H**  
**File No. 182303**

**Researcher: IL Reviewer: TD**

RESOLUTION APPROVING \$1,554,000.00 INCREASE IN EXPENDITURE AUTHORITY FOR A TOTAL MODIFIED CONTRACT AWARD OF \$7,496,000.00 FOR CONTRACT NO. FB-00149 FOR THE PURCHASE OF SHOES AND BOOTS FOR VARIOUS DEPARTMENTS

**ISSUE/REQUESTED ACTION**

Whether the Board should authorize the additional expenditure authority for a total amount of up to \$7,496,000.00 for Contract No. FB-00149 for the purchase of shoes and boots for various departments.

**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 Implementing Order (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami\\_dade\\_county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami_dade_county/codes/code_of_ordinances?nodeId=PTIIICOOR_CH2AD_ARTIINGE_S2-8.1COPUGE)

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-837-15, adopted by the Board on October 6, 2015, approving award of contract no. 00149 for purchase of shoes and boots for various county departments in a total amount not to exceed \$5,492,000.00;

<http://intra/gia/matter.asp?matter=151634&file=true&yearFolder=Y2015>

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: None**

**Department/Requester: Internal Services Department**

There is no procedural history at this time.

**ANALYSIS**

This item requests Board authorization to increase expenditure authority for Contract No. FB-00149 for the purchase of shoes and boots for various departments in the amount of \$7,496,000.00.

The County awarded this formal bid contract on October 6, 2015 for a five (5)-year term in the amount of \$5,938,860.00. County departments use this contract for the purchase safety shoes and boots as mandated by collective bargaining agreements, the County's Safety Manual, and the U.S. Occupational Safety and Health Administration.

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The Fiscal Impact of this item is Countywide and the increase amount is \$1,554,000.00.

Additional, expenditure authority is needed as follows:

Fire Rescue is requesting an additional \$350,000.00 to provide shoes to its employees as part of their authorized uniforms. A spend analysis was conducted based on expenditures and inflation rate to assist the department in projecting the allocation that will be needed until the expiration of the contract.

2. Internal Services is requesting an additional \$45,000.00 to provide safety shoes to all employees stationed at its 19 fleet shops. Employee footwear is exposed to spills of oil, grease, and various corrosive chemicals as part of their daily duties. This exposure increases the wear and tear on shoes and boots. Personal protective equipment is required by collective bargaining agreements and mandated by the County Safety Manual.

3. Parks, Recreation and Open Spaces requests an additional \$134,000.00. The Causeways Division became part of the department after the award of this contract, therefore increasing the department's needs for shoes.

4. PortMiami requests an additional \$100,000.00 allocation to purchase safety shoes and boots to accommodate the increase in new hires. Per the collective bargaining agreement, the department provides its union employees with shoes and uniforms twice a year. The contract was awarded in the amount of \$170,000.00 on October 6, 2015 and the department has \$17,000 remaining for the next two years.

5. Solid Waste Management is requesting an additional \$295,000.00 to provide safety shoes to new hires. During the last several years, the department has filled numerous vacancies that have required the purchase of additional safety shoes.

6. Water and Sewer is requesting an additional \$630,000.00 to continue providing safety shoes and rubber boots for 2,000 employees (1,900 Water and Sewer employees and 100 contracted employees). Costs average \$100 for one pair of safety shoes and \$78 for one pair of rubber boots. Employees are required to wear safety shoes as determined by Water and Sewer's Safety Unit per Article 53.2 of WASD's Collective Bargaining Agreement. Rubber boots i.e. hip boots and knee boots are ordered as stock items for immediate availability and for replacements and emergencies as mandated by the Water and Sewer's Safety Unit. Water and Sewer spends approximately \$16,667.00 per month for safety shoes and approximately \$6,667.00 per month for rubber boots. The prorated amount for the purchase of safety shoes for the remainder of the contract term is \$450,000.00, and the prorated amount for the purchase of rubber boots as a stock item is \$180,000.00. Water and Sewer needs approximately \$630,000.00 to cover future purchases

The chart below illustrates the distribution by department since October 216 2015. Department	Existing Cumulative Allocation	Released Amount	Balance
Animal Services	\$50,000.00	\$29,752.94	<b>\$20,247.06</b>
Aviation	\$532,860.00	\$302,200.71	<b>\$230,659.29</b>
Community Action and Human Services	\$4,000.00	\$3,595.89	<b>\$404.11</b>
Miami-Dade Corrections and Rehabilitation Department	\$ 516,000.00	\$448,991.82	<b>\$67,008.18</b>
CT	\$5,000.00	\$0.00	<b>\$5,000.00</b>

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Department of Cultural Affairs	\$6,000.00	\$506.27	<b>\$5,493.73</b>
Enterprise Technology Services Department (ITD)	\$62,000.00	\$33,938.98	<b>\$28,061.02</b>
Finance Department	\$10,000.00	\$4,373.34	<b>\$5,626.66</b>
Fire	\$611,000.00	\$610,932.30	<b>\$67.70</b>
Miami-Dade Public Housing	\$197,000.00	\$150,000.00	<b>\$47,000.00</b>
Internal Services Department	\$5,000.00	\$2,429.02	<b>\$2,570.98</b>
Internal Services Department	\$6,000.00	\$3,000.00	<b>\$3,000.00</b>
Internal Services Department	\$205,500.00	\$112,714.57	<b>\$92,562.40</b>
Internal Services Department	\$139,500.00	\$40,937.60	<b>\$98.562.40</b>
Internal Services Department	\$5,000.00	\$2,500.00	<b>\$2,500.00</b>
Miami-Dade County Library	\$11,000.00	\$8,145.59	<b>\$2,854.41</b>
Medical Examiner	\$14,000.00	\$10,630.97	<b>\$3,369.03</b>
Department of Transportation	\$833,470.31	\$730,737.01	<b>\$102,733.30</b>
Miami-Dade Police Department	\$294,000.00	\$154,976.58	<b>\$139,023.42</b>
PE	\$141,123.52	\$84,914.22	<b>\$56,209.30</b>
Miami-Dade Parks and Recreation (PROS)	\$422,123.52	\$313,781.63	<b>\$108,341.89</b>
Public Works	\$15,648.42	\$15,648.42	<b>\$0.00</b>
Seaport Department	\$170,000.00	\$157,220.57	<b>\$12,779.43</b>
Department of Solid Waste Management	\$633,634.23	\$567,249.28	<b>\$66,384.95</b>
Vizcaya	\$20,000.00	\$6,136.01	<b>\$13,863.99</b>
Miami-Dade Water and Sewer	\$1,029,000.00	\$996,265.66	<b>\$32,734.34</b>
<b>Total :</b>	<b>\$5,938,860.00</b>	<b>\$4,791,579.38</b>	<b>\$1,147,280.62</b>

OCA performed a search for commodity code 29570: Elevators, Passenger on the Business Management Workforce System's Certified Vendor Directory on September 7, 2018. There are no local SBEs identified.

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**Research Notes**

**Item No. 3I**  
**File No. 182307**

**Researcher: IL Reviewer: TD**

RESOLUTION AUTHORIZING ESTABLISHMENT OF PREQUALIFICATION POOL RTQ-00867 IN A TOTAL AMOUNT UP TO \$330,000,000.00 FOR THE PURCHASE OF EMERGENCY PUSH AND CLEAR AN DEBRIS REMOVAL SERVICES FOR PARKS, RECREATION AND OPEN SPACES AND TRANSPORTATION AND PUBLIC WORKS DEPARTMENTS 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 *Prequalification Pool No. RTQ-00867*, for the purchase of Emergency Push and Clear and debris removal services, in the amount of \$330,000,000 for a term of eight years, for the Parks, Recreation and Open Spaces (PROS) and Transportation and Public Works (DTPW).

**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 Implementing Order (I.O.) and approved by the Board.

[https://library.municode.com/fl/miami - dade county/codes/code\\_of\\_ordinances?nodeId=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami - dade county/codes/code_of_ordinances?nodeId=PTIIICOOR_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-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>

Resolution No. R-140-15, adopted by the Board on February 3, 2015, 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, 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>

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Resolution No. R-329-18, adopted by the Board on April 10 2018, ratified an emergency contract in the amount of \$3,350,000.00 for the purchase of debris push and clear services for the transportation and public works department; <http://intra/gia/matter.asp?matter=180435&file=true&yearFolder=Y2018>

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:** None

**Department/Requester:** Internal Services Department

There is no procedural history at this time.

**ANALYSIS**

The proposed resolution is requesting Board authorization to establish prequalification pool in the amount of \$330,000,000 for an eight-year term for PROS and DTPW to purchase Emergency Push and Clear and Debris Removal Services. The purpose of this pool is in the event of a declared emergency occurring in Miami-Dade County. This pool will provide the County with access to prequalified vendors capable of performing services such as: push and clear, hauling vegetative debris, removal and disposal of stumps, and removal of hazardous leaning trees and hanging limbs.

This pool has four groups:

Group 1, Debris Push and Clear;

Group 2, Debris Hauling;

Group 3, Stump Removal and Disposal; and

Group 4, Hazardous Leaning Trees and Hazardous Hanging Limbs.

The pool includes all required federal language and affidavits per Federal Emergency Management Agency requirements, in the event the County seeks reimbursement for any disaster related expenditures under this pool.

The fiscal impact is \$330,000,000.00 for an eight years term. The largest user department of this service is PROS. There is no existing pool or contract providing the aforementioned services.

Sixteen vendors responded to the solicitation, of which nine are being recommended for inclusion in the pool. Of the nine vendors, seven vendors are local and four are certified Small Business Enterprise firms. The pool will remain advertised on ISD's Procurement Division's website to encourage additional participation. Outreach efforts to vendors that participated in the emergency response services following Hurricane Irma resulted in four additional vendors responding after the solicitation due date. The four are all local vendors.

Currently 9 vendors are in the pool: A Native Tree Service, Inc. (SBE) (Eligible for Groups 1,2,3,4); Bergeron Emergency Services, Inc. (Eligible for Groups 1,2,3,4); SFM Services, Inc.,(Eligible for Groups 1,2,3,4); T.F.R Enterprises, Inc. (Eligible for Groups 1,2,3,4); Thomas Maintenance Services, Inc.(SBE), (Eligible for Groups 1,2,3,4); Weed-A-Way, Inc. (SBE), (Eligible for Groups 1,2,3,4); Able Business Services (SBE), (Eligible for Groups 1,2, and 3); All Florida Land Cleaning, Inc., (Eligible for Groups 1 and 2); and U.S. Sweeping, Inc., (Eligible for Groups 1 and 2).

Of the nine (9) vendors currently in the pool, 6 are local (66.67%), which is less than the 75% threshold required by Resolution No. R-477-18. Three (3) of the six (6) local vendors are SBEs.

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**Research Notes**

A Native Tree Service, Inc., Thomas Maintenance Services, Inc. and Weed-A-Way, Inc. are currently the only vendors that were on emergency contract E9940-0/18 and are currently in this replacement pool.

OCA performed a search for commodity codes 98836: (Grounds and Roadside Maintenance: Mowing, Edging, Plant, Not Tree Trimming, Etc.), and 99030: Disaster Relief Services on the Business Management Workforce System's Certified Vendor Directory on September 25, 2018. A combined total of 58 local SBEs (51 for code 98836 and 7 for code 99030) were identified.

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**Research Notes**

**Item No. 3J**  
**File No. 182311**

**Researcher: IL Reviewer: TD**

RESOLUTION APPROVING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$3,135,000.00 FOR PREQUALIFICATION POOL NO. 1298-1/21-1 FOR PURCHASE OF PLANT MATERIAL AND TREE SERVICES FOR VARIOUS DEPARTMENTS

**ISSUE/REQUESTED ACTION**

Whether the Board should authorize additional expenditure authority to Prequalification Pool No. 1298-1/21-1, Plant Material and Tree Services, in the amount of \$3,135,000.00 for a five year term in order for County departments to purchase Plant Materials and Tree Services for various County departments.

**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 \$250,000.00; (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=PTIIICOOR\\_CH2AD\\_ARTIINGE\\_S2-8.1COPUGE](https://library.municode.com/fl/miami-dade-county/codes/code-of-ordinances?nodeId=PTIIICOOR_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-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>

Resolution No. R-131-12, adopted by the Board on February 7, 2012, established a prequalification pool for groups 1,2 and 3 of Contract No. 1298-1/21 Plant Material and Tree Services, and Awarding Group 4 of the same to A Native Tree Service, Inc., Arazoza Brothers Corp., Crodon, Inc., Groundkeepers, Inc., and Thomas Maintenance Service Inc., in a total amount of up to \$5,186m000, for the initial, or \$10,372,000 if the renewal option is exercised.

<http://intra/gia/matter.asp?matter=112690&file=true&yearFolder=Y2011>

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>

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**Research Notes**

**PROCEDURAL HISTORY**

**Prime Sponsor:** None

**Department/Requester:** Internal Services Department

There is no procedural history at this time.

**ANALYSIS**

This resolution requests Board authorization to increase expenditure authority to Prequalification Pool No. 1298-1/21-1, Plant Material and Tree Services, in the amount of \$3,135,000.00 in order for multiple County departments to continue purchasing Plant services.

If the request for additional expenditure authority in the amount of \$3,135,000.00 is approved, the modified cumulative allocation will increase to \$38,081,000.00. The additional funds would be used by the Corrections and Rehabilitation Department to replenish allocations used to remove large fallen trees resulting from Hurricane Irma and by the Parks, Recreation and Open Spaces (PROS) department to purchase and install new plant material in order to replace those damaged by Hurricane Irma throughout the County, and by the Public Housing and Community Development Department, to replenish allocation which was used to remove hazardous leaning trees and limbs caused by Hurricane Irma.

A total of \$19,100,561 has been allocated to the current pool's Blanket Purchase Order; of that amount \$8,433,152.40 has been released (as of March 2, 2017), leaving a balance of \$10,667,409.16. The chart below illustrates the distribution by department.

<b>Department</b>	<b>Existing Cumulative Allocation</b>	<b>Released Amount</b>	<b>Balance</b>
Aviation	\$2,178,670.00	\$729,777.00	<b>\$1,988,893.00</b>
Community Action and Human Services	\$ 100,155.00	\$ 0.00	<b>\$ 100,155.00</b>
Community Action and Human Services	\$ 9,845.00	\$ 0.00	<b>\$ 9,845.00</b>
Miami-Dade Corrections and Rehabilitation Department	\$ 50,000.00	\$ 50,000.00	<b>\$0.00</b>
Department of Cultural Affairs	\$100,000.00	\$27,575.00	<b>\$72,425.00</b>
Fire	\$60,832.00	\$21,892.00	<b>\$38,940.00</b>
Fire	\$9,543.00	\$0.00	<b>\$9,543.00</b>
Miami-Dade Public Housing	\$1,352,237.74	\$1,303,321.97	<b>\$48,915.77</b>
Internal Services Department	\$106,625.00	\$40,397.50	<b>\$66,227.50</b>
Miami-Dade County Library	\$50,000.00	\$9,032.50	<b>\$40,967.50</b>
Department of Transportation and Public Works	\$143,884.70	\$2,953.00	<b>\$140,931.70</b>

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Miami-Dade Police Department	\$25,000..00	\$0.00	<b>\$25,000.00</b>
Permitting, Environment and Regulatory Affairs (RER)	\$1,033,000.00	\$194,062.25	<b>\$838,937.75</b>
Miami-Dade Parks and Recreation (PROS)	\$9,461,395.43	\$4,901,419.91	<b>\$4,559,975.52</b>
Miami-Dade Parks and Recreation (PROS)	\$1,200,000.00	\$562,843.70	<b>\$637,156.30</b>
Seaport Department	\$59,000.00	\$0.00	<b>\$59,000.00</b>
Department of Solid Waste Management	\$998,755.85	\$57,046.81	<b>\$941,709.04</b>
Vizcaya	\$212,617.84	\$208,179.75	<b>\$4,438.09</b>
Miami-Dade Water and Sewer	\$1,409,000.00	\$324,651.01	<b>\$1,084,348.99</b>
<b>Total :</b>	<b>\$19,100,561.56</b>	<b>\$8,433,152.40</b>	<b>\$10,667,409.16</b>

OCA performed a search for commodity code 59510: Bedding Plants and Cuttings: on the Business Management Workforce System's Certified Vendor Directory on October 16, 2018. Listed below is the local SBE identified:  
Southern Blossoms Inc, Miami, FL SBE-G&S

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**Research Notes**

**Item No. 3K**  
**File No. 182286**

**Researcher: JFP Reviewer: PGE**

RESOLUTION APPROVING TERMS OF AND AUTHORIZING EXECUTION BY THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE OF A SECOND AMENDMENT TO THE LEASE FOR PROPERTY LOCATED AT 1175 NW SOUTH RIVER DRIVE, MIAMI, FLORIDA BETWEEN MIAMI-DADE COUNTY AND NKMIA, LLC, A DELAWARE LIMITED LIABILITY COMPANY, FOR THE CONSTRUCTION AND OPERATION OF A FACILITY TO HOUSE THE HEADQUARTERS OF NAEEM KHAN LIMITED TO DESIGN, CREATE, AND MARKET PRODUCTS UNDER THE NAEEM KHAN BRAND AND RELATED CREATIVE INDUSTRIES, PROVIDING FOR AN EXTENSION OF CERTAIN DEADLINES AND PERMITTING ADDITIONAL USE AS AN ANCILLARY FASHION AND ART SCHOOL IN ADJACENT BUILDING; AUTHORIZING COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL OTHER RIGHTS CONFERRED THEREIN AND TO PERFORM ALL ACTS NECESSARY TO EFFECTUATE SAME

**ISSUE/REQUESTED ACTION**

Whether the Board should approve the terms of a second amendment to the lease between the County and NKMIA, LLC for property located at 1175 NW South River Drive, Miami, Florida in District 5, allowing for: the construction and operation of a facility to house the headquarters of Naeem Khan Limited to design, create, and market products under the Naeem Khan brand and related creative industries; extension of certain deadlines; and additional use as an ancillary fashion and art school in an adjacent building.

**APPLICABLE LEGISLATION/POLICY**

Resolution No. R-1071-14, adopted by the Board on December 2, 2014, authorizes a Lease Agreement between the County and NKMIA, LLC for premises located at 1175 NW South River Drive, Miami, Florida, declaring the property surplus.  
<http://intra/gia/matter.asp?matter=142427&file=true&yearFolder=Y2014>

Resolution No. R-53-16, adopted by the Board on January 20, 2016, authorizes an Amendment to the Lease Agreement between the County and NKMIA, LLC for premises located at 1175 NW South River Drive, Miami, Florida, allowing for an eight month extension of certain deadlines for construction and establishment of a magnet school. The deadline for the submission of plans and specifications was extended to December 12, 2016, and the deadline to issue a Notice to Proceed was extended to February 12, 2017.  
<http://intra/gia/matter.asp?matter=160062&file=true&yearFolder=Y2016>

**PROCEDURAL HISTORY**

**Prime Sponsor: Commissioner Eileen Higgins, District 5**  
**Department/Requester: Regulatory and Economic Resources**

This item has no procedural history.

**ANALYSIS**

The proposed resolution approves the terms of a second amendment to the lease between the County and NKMIA, LLC, a Delaware limited liability company, for property located in District 5 at 1175 NW South River Drive, Miami, Florida. The purpose of this amendment is to recognize the concept of a fashion school of the arts, and to allow for an additional extension for: NKMIA, LLC to provide the County with the plans, specifications, and permits for construction of the project; to issue a Notice to Proceed; and to complete the project.

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**Research Notes**

NKMIA, LLC intends to construct and establish a magnet school, adjacent to the fashion house, which would provide high school students who wish to pursue a career in fashion the opportunity to study and work within a real-world setting in all facets of the fashion world, including design, manufacturing and marketing.

Given that the school of the arts required a sublease agreement between NKMIA, LLC and the School Board of Miami-Dade County, which took one and a half years to finalize, the original timeline set forth in the amended lease needs to be additionally revised.

The Lease, as amended currently, allows for the Notice of Proceed to be issued no later than February 12, 2017 (26 days from the effective date of the Agreement), and that NKMIA, LLC is to provide the County with the plans and specifications for the project, having obtained all permits required to commence construction no later than December 12, 2016 (60 days prior to the issuance of the Notice of Proceed). The second amendment's terms would allow for an extension of time for the submission of plans and specifications to May 1, 2019, a new Notice to Proceed deadline of July 1, 2019, and completion of construction deadline of July 1, 2021.

There is no change to the rental rates outlined in the original Lease Agreement. However the project is intended to promote economic development in South Florida by attracting new businesses to the community, such as other members of the fashion industry, as well as assisting students in finding employment in the fashion industry, thus generating a tangential positive fiscal impact for the County.

The Lease Agreement gives NKMIA, LLC the right to lease the Property, for a term of 30 years, with the option to renew for two additional terms of thirty 30 years each, along with the option to purchase the property during the initial term. In this agreement, NKMIA, LLC pledged to make certain economic investments in Miami-Dade County, including: construction on the property of a new 30,000 square foot facility with a minimum construction budget of \$6 million; repair and reconstruction of the seawall portion of the property; development of the Riverwalk along the waterfront portion of the property providing public access along the Miami River, in accordance with the City of Miami, Miami River Greenway Action Plan; and hiring 50 new skilled full-time (or full-time equivalent) employees, who reside in Miami-Dade County, with an average salary of \$50,000.