



Miami-Dade County Board of County Commissioners

Office of the Commission Auditor

**Strategic Planning & Government
Operations Committee Meeting**

January 12, 2016
9:30 A.M.
Commission Chamber

Research Division

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Strategic Planning & Government Operations Committee
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Item No.	Research Notes
1G1 152691	ORDINANCE CREATING SECTION 12-14.2 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA, TO PROVIDE FOR REPORTING REQUIREMENTS FOR COUNTY AND MUNICIPAL ELECTED OFFICERS AND CANDIDATES REGARDING SOLICITATION OF CONTRIBUTIONS FOR POLITICAL COMMITTEES AND ELECTIONEERING COMMUNICATIONS ORGANIZATIONS; PROVIDING PENALTIES FOR FAILURE TO REPORT; PROVIDING FOR ENFORCEMENT BY THE COMMISSION ON ETHICS AND PUBLIC TRUST; PROVIDING SEVERABILITY, INCLUSION IN THE CODE AND AN EFFECTIVE DATE
Notes	<p>The proposed ordinance creates Section 12-1444.2 of the Miami-Dade County Code to provide for reporting requirements for County and Municipal elected officers and candidates regarding solicitation of contributions for political committees and electioneering communications organizations. The proposed ordinance further provides penalties for failure to report and enforcement by the Commission on Ethics and Public Trust.</p> <p><i>Sec. 12-14.2. County and Municipal Elected Officer and Candidate Reporting Requirements for Political Committee and Electioneering Communication Organization Solicitations.</i></p> <p><i>(1) Each campaign treasurer designated by a candidate for County or municipal office in Miami-Dade County shall, at the time of filing any contribution or expenditure reports otherwise required by law, file an additional electronic report with the Supervisor of Elections or other applicable filing officer regarding solicitation activities on behalf of any political committee or electioneering communications organization. The report shall identify each contribution solicited, directly or indirectly, by the candidate, the name of the person or entity contributing the funds, the name of the political committee or electioneering communications organization on behalf of whom such funds were solicited, the amount of the contribution, and a description of the relationship between the candidate and the political committee or electioneering communications organization, if any. The report shall be filed on a form created by the Supervisor of Elections for such purpose.</i></p> <p><i>(2) Each County or municipal elected officer in Miami-Dade County who is not also a candidate for another County or municipal office shall, on a monthly basis commencing one year prior to the date such officer's office is to be filled by election, file an electronic report with the Supervisor of Elections or other applicable filing officer regarding solicitation activities undertaken on behalf of any political committee or electioneering communications organization during the preceding month. The report shall identify each contribution solicited, directly or indirectly, by the officer, the name of the person or entity contributing the funds, the name of the political committee or electioneering communications organization on behalf of whom such funds were solicited, the amount of the contribution, and a description of the relationship between the officer and the political committee or electioneering communications organization, if any. The report shall be filed on a form created by the Supervisor of Elections for such purpose.</i></p> <p><i>(3) Any County or municipal elected officer or candidate who fails to file a report as required by this section on the designated due date shall be subject to a fine of \$50 per day for the first three (3) days and, thereafter, \$500 per day for each day late not to exceed \$5,000. Such fine shall not be an allowable campaign expense and shall be paid only from the personal funds of the candidate or officer. Any candidate or officer no change dispute the fine to the Miami-Dade County Commission on Ethics and Public Trust based upon, but not limited to, unusual circumstances surrounding the failure to file on the designated due date, and may request, and shall be entitled to, a hearing before the Commission on Ethics and Public Trust, which shall have the authority to waive the fine in whole or in part. Any such appeal or dispute shall be made within twenty (20) days after receipt of notice that payment is due or such appeal or dispute shall be waived.</i></p> <p>The proposed ordinance will become effective ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, will become effective only upon an override by the BCC.</p> <p><i>State law and the rules of the Florida legislature currently require that some state officers and legislators disclose when they fundraise for political committees or electioneering communication organizations.</i></p>
1G2 152699	ORDINANCE CREATING ARTICLE X OF CHAPTER 11A OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA ESTABLISHING PAID PARENTAL LEAVE FOR MIAMI-DADE COUNTY AND PUBLIC HEALTH TRUST EMPLOYEES; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE
Notes	<p>The proposed ordinance creates Article X of Chapter 11A of the Miami-Dade County Code, establishing paid parental leave for Miami-Dade County and Public Health Trust employees.</p> <p><i>Sec. 11A-80.</i></p> <p><i>(1) Miami-Dade County shall implement paid parental leave for all of its exempt female and male employees and all other employees covered by collective bargaining agreements whose agreements explicitly provide for this benefit for the employee, for the purpose of caring for his or her newborn, newly-adopted, or newly-placed foster child or children. This leave shall apply equally to parents regardless of gender, as well as to same-sex couples, in the event of a natural birth by any method, adoption, surrogacy, stillbirths, or foster care placement in the employee's home. Employees who have worked for Miami-Dade County or the Public Health Trust for a minimum of one year are eligible for the full duration of paid parental leave.</i></p> <p><i>(2) The paid parental leave shall be up to six weeks long, and may be taken by day or week anytime during the first year after the birth, adoption, or foster care intake of the child or children. The leave period is fixed regardless of the number of children born, adopted by the employee, or placed in the employee's home through foster care. During the leave period, the employee shall be paid 100 percent of his or her base wages for the first two weeks, 75 percent of his or her base wages for the following two weeks, and 50 percent of base wages for the remaining two weeks. Employees shall be eligible to use any accrued leave in order to receive compensation up to 100 percent of base pay during the weeks reimbursed at the rates of 75 percent and 50 percent. This leave shall</i></p>

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	<p><i>occur concurrently with, count against, and not be added to periods of unpaid or job protected leave for which the employee may also be eligible, including the federally-mandated 12 weeks of Family and Medical Leave Act (FMLA) leave, and/or any other unpaid leave offered by the County due to childbirth or adoption, including under Chapter 11A, Article V of this Code (Family Leave).</i></p> <p><i>(3) The number of paid parental leave periods employees may take is unlimited over the duration of their employment with the County, but employees are only eligible for one six-week paid leave per birth or adoption.</i></p> <p><i>(4) If both parents work for the County, each is entitled to a six-week leave period as described in subsection (2) of this Section, and they may take their parental leave period concurrently, subsequently, or in any other combination they wish.</i></p> <p><i>(5) The Directors of Human Resources for Miami-Dade County and the Public Health Trust shall have full authority to issue policies relative to paid parental leave benefits offered pursuant to this Ordinance for any purpose, including, but not limited to, notification requirements for employees requesting leave, employee eligibility, and documentation requirements for births, adoptions and foster care placements.</i></p> <p><i>(6) The Miami-Dade County employee leave manual and the Public Health Trust employee leave manual shall include provisions consistent with the requirements of this Article for paid parental leave.</i></p> <p>The proposed ordinance will become effective 10 days after the date of enactment unless vetoed by the Mayor, and if vetoed, will become effective only upon an override by the BCC.</p> <p><u>Background:</u></p> <p>Strong paid family and medical leave policies can help working families take time off for caregiving responsibilities, as well as their own medical needs, without putting their economic security at risk. Unpaid leave under the federal Family and Medical Leave Act (FMLA) provides important job protections, and is available to County employees, but many cannot afford to take it. Providing paid parental leave to County employees would allow them to continue to earn a portion of their pay while they take time away from work to care for a newborn, newly-adopted child or newly-placed foster child. Paid parental leave can increase female labor force participation by making it easier for women to stay in the workforce after giving birth, which contributes to economic growth, and can encourage men to take leave to serve as caregivers, which has a number of positive effects for families.</p> <p>Paid parental leave has been shown to improve the health and development outcomes of children, including increased birthweight, decreased premature births and decreased infant mortality and helps employers recruit talent, increase worker retention and reduce turnover, saving employers significant costs associated with replacing employees, while also increasing employee engagement, boosting employee morale, and ensuring a diverse and inclusive workforce. The United States lags behind many other countries in providing government-supported time off for new parents, and on January 15, 2015, the White House issued a presidential memorandum ensuring that federal workers may receive up to six weeks of paid parental leave.</p> <p><u>Additional Information - Paid Parental Leave in the United States:</u></p> <p>As a part of a series of Scholars' Papers sponsored by the U.S. Department of Labor Women's Bureau in commemoration of the 50th Anniversary of American Women: Report of the President's Commission on the Status of Women, 1963, the Institute for Women's Policy Research (IWPR) prepared a report regarding paid parental leave in the United States¹.</p> <p><u>State Initiatives to Increase Access to Parental Leave</u></p> <p>Several U.S. states have enacted policies to provide workers with family leave benefits that are more generous than those required by the FMLA. They have done so in a variety of ways, from providing more than 12 weeks of job-protected unpaid leave for new parents to instituting a program that provides partial wage replacement for eligible workers who take time to care for a new baby, an adopted child, or an ill loved one.</p> <p>Five states and Puerto Rico have established TDI programs, which provide paid leave for temporary medical disabilities, including conditions related to pregnancy and childbirth. Employees in California, Hawaii, New Jersey, New York, Rhode Island, and Puerto Rico receive at least partial wage replacement while on disability leave or on leave related to pregnancy or childbirth (which is considered a temporary medical disability under the PDA; National Partnership for Women and Families 2013a; U.S. Equal Employment Opportunity Commission).</p> <p><u>The Economic Benefits of Paid Family Leave</u></p> <p>Research shows that paid leave increases the likelihood that workers will return to work after childbirth, improves employee morale, has no or positive effects on workplace productivity, reduces costs to employers through improved employee retention, and improves family incomes. Research further suggests that expanding paid leave is likely to have economy-wide benefits such as reduced government spending on public assistance and increased labor force participation, which would bring concomitant economic gains, generating a larger tax base and increased consumer spending. At least one study, cited by the U.S. Government Accountability Office (2007) finds that paid leave for fathers helps to foster gender equity, both in the workplace and in the home, since it shortens leaves for mothers, increasing their job tenure and potentially their wage growth. For an additional review of the economic benefits of paid family leave.</p> <p><u>Costs and Benefits to Firms</u></p>

¹ <http://www.iwpr.org/publications/pubs/paid-parental-leave-in-the-united-states-what-the-data-tell-us-about-access-usage-and-economic-and-health-benefits/>

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	<p>Research on existing paid leave programs suggests that paid leave leads to negligible costs to employers in terms of temporary employee replacement costs or overtime paid to existing employees and has few if any costs—and potentially gains—in terms of employee morale and productivity. Research looking at changes following the implementation of state-administered paid leave programs has been particularly informative for assessing how employers adjust to new paid leave requirements.</p> <p>The most recent FMLA surveys also find that employers do not typically replace workers on leave for family care purposes. In 2012, the vast majority (64.5 percent) of all employers temporarily reassigned other employees to cover for workers on family leave, while 3.2 percent hired temporary replacements. In their recent study of California's paid family leave program, Appelbaum and Milkman (2011) also conclude that very few firms incurred additional costs related to replacing workers on leave because they simply passed the work on to other workers temporarily.</p> <p>According to the available evidence, it appears that firms incur few costs in addition to replacing pay (when paid leave is provided by the employer) and instead experience some substantial benefits. Finally, businesses can benefit because paid leave increases the probability of a mother returning to work and shortens her length of leave.</p> <p>Contributions of Paid Leave Policies to Economic Growth Paid family leave may also affect economic growth in various ways, such as through increased labor force participation, increased fertility rates, and reduced spending on public assistance. Higher labor force participation, either by men or women (or both), affects growth by increasing inputs to production. More labor typically results in higher levels of output as long as the capital stock can expand to accommodate it. Since the effect of paid leave on labor force participation rates is typically much higher for women than men, offering paid leave can help push the economy towards gender equality in labor force participation. This equality has obvious implications for economic growth.</p> <p>The Health and Socio-Emotional Benefits of Family Leave Family leave, both paid and unpaid, has been shown to have significant benefits for the health of individual family members and for the well-being of the family overall. The length of leave taken, whether or not that leave is paid, and the proportion of income replaced during paid leave all affect the magnitude of the benefits of family leave. Health and socio-emotional benefits of family leave include: increased initiation and length of breastfeeding; decreased morbidity and mortality; increased well-baby care and vaccination rates; reduced maternal risk of disease through higher breastfeeding rates; and greater paternal engagement in caregiving.</p> <p>Additional Information - Mark Zuckerberg says he'll take 2 months' paternity leave after daughter's born²:</p> <ul style="list-style-type: none"> • <i>Mark Zuckerberg is taking two full months of paternity leave when his baby daughter is born, the Facebook CEO announced Friday.</i> • <i>Facebook (FB, Tech30) is one of the leaders in a push by tech companies to offer competitive parental leave. Employees can take up to four months of maternity or paternity leave in the U.S. Leave amounts vary at Facebook offices in other countries.</i> • <i>According to the U.S. Department of Labor, only 12% of workers in the private sector are offered paid family leave by their employers. The department says paid parental leave encourages fathers to serve as caregivers.</i> • <i>While many top technology companies offer generous amounts of leave, some employees might be hesitant to take it. When executives use the same benefits, it can send a positive message to employees that it's acceptable and encouraged.</i>
<p>2A 152970</p>	<p>RESOLUTION APPROVING TERMS OF AND AUTHORIZING THE EXECUTION BY COUNTY MAYOR OR MAYOR'S DESIGNEE OF AN AMENDMENT TO THE LEASE AGREEMENT WITH FLORIDA NURSERY, GROWERS & LANDSCAPE ASSOCIATION, INC., A FLORIDA NOT-FOR-PROFIT CORPORATION PROVIDING FOR A RELOCATION TO ANOTHER ROOM IN THE BUILDING IN CONNECTION WITH DOWNSIZING EFFORTS, FOR OFFICE USE IN CONNECTION WITH THE REPRESENTATION OF THE COMMUNITY NURSERY INDUSTRY INCLUDING PROJECTS AND EDUCATIONAL SERVICES IN THE AGRICULTURAL FIELD FOR AN INITIAL FIVE YEAR TERM AND AN ADDITIONAL FIVE YEAR RENEWAL OPTION PERIOD ON COUNTY-OWNED LAND LOCATED AT 18710 SW 288TH STREET, MIAMI, AT NO COST, AND IN ACCORDANCE WITH FLORIDA STATUTE 125.38; WAIVING ADMINISTRATIVE ORDER 8-4 AS IT RELATES TO REVIEW BY THE PLANNING ADVISORY BOARD; DIRECTING THE COUNTY MAYOR OR THE MAYOR'S DESIGNEE TO TAKE ALL NECESSARY STEPS TO EFFECTUATE THE FOREGOING, TO EXERCISE ALL RIGHTS SET FORTH IN THEREIN, AND TO PROVIDE AN EXECUTED COPY OF THE LEASE AMENDMENT TO THE PROPERTY APPRAISER'S OFFICE</p>
<p>Notes</p>	<p>The proposed resolution provides for the following:</p> <ul style="list-style-type: none"> • Approves terms of and authorizes the execution by the County Mayor or Mayor's designee of an amendment to the Lease Agreement with Florida Nursery, Growers & Landscaper Association, Inc., a Florida not-for-profit corporation; • Provides for a relocation to another room in the building in connection with downsizing efforts, for office use in connection with the representation of the Community Nursery Industry including projects and educational services in the agricultural field for an initial five year term; • An additional five year renewal option period on county-owned land located at 18710 SW 288th Street, Miami, FL at no cost; • Waives Administrative Order 8-4 as it relates to review by the Planning Advisory Board; • Authorizes the County Mayor or Mayor's designee to enter the Amended Lease; and • Directs the County Mayor or Mayor's designee to appoint staff to monitor compliance with the terms of the Amended Lease and to provide a copy of the Amended Lease to the Miami-Dade County Property Appraiser's office. <p>Background:</p>

² <http://money.cnn.com/2015/11/20/technology/mark-zuckerberg-paternity-leave-facebook/>

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<p>2B 152802</p>	<p>RESOLUTION SETTING POLICY FOR MIAMI-DADE COUNTY; AUTHORIZING DIRECTORS AND SUPERVISORS OF COUNTY PERSONNEL WHO DO NOT REPORT TO THE MAYOR TO ALLOW EMPLOYEES TO TELECOMMUTE UNDER CERTAIN CIRCUMSTANCES; PROVIDING POLICY GUIDELINES FOR THE ADMINISTRATION OF SUCH TELECOMMUTING ARRANGEMENTS; AND REQUESTING THE MAYOR TO AUTHORIZE TELECOMMUTING ARRANGEMENTS FOR COUNTY EMPLOYEES WHO REPORT TO THE MAYOR</p>
<p>Notes</p>	<p>The proposed resolution sets policy for Miami-Dade County authorizing directors and supervisors of County employees who do not report to the Mayor to allow, within the parameters of applicable law and collective bargaining agreements, such employees to work at alternate work locations for all or part of their workweek, where appropriate, in order to help reduce rush-hour traffic congestion, reduce greenhouse gas emissions and improve employee productivity.</p> <p>This telecommuting policy will be a voluntary work arrangement that may be utilized at the discretion of a department director or supervisor of County employees who do not report to the Mayor to improve the productivity of eligible employees. Each director or other head of a department or agency that does not report to the Mayor will review all positions under their purview and designate the positions that are appropriate for telecommuting arrangements. Each director or other head of a department or agency that does not report to the Mayor will develop a plan that addresses the telecommuting policies and procedures for that department or agency. At a minimum, the plan must:</p> <ul style="list-style-type: none"> • Specify that telecommuting is a voluntary arrangement, and not a requirement; • Stipulate that telecommuting is not an option for employees during the initial probationary period of employment; • Establish criteria for evaluating the ability of employees to satisfactorily perform in a telecommuting arrangement; • Include a template for a written agreement of the terms and conditions of the telecommuting arrangement, which is to be executed by the supervisor and employee; and • Prohibit a telecommuter from conducting face-to-face business at his or her residence. <p>The proposed resolution further requests that the County Mayor authorize telecommuting arrangements for the employees of Miami-Dade County who report to the Mayor, within the parameters of applicable law and collective bargaining agreements.</p> <p>Background: Telecommuting or telework is considered an alternative work arrangement in cases where individual job and supervisory characteristics are best suited to allow an employee to work remotely at home, on the road, or in a satellite location for all or part of their regular workweek, while maintaining the traditional total number of hours per work week, without affecting employee salary, benefits, job responsibilities, or eligibility for overtime compensation. Permitting certain County employees to work remotely can help reduce rush-hour traffic congestion and reduce greenhouse gas emissions within Miami-Dade County, while simultaneously improving employee productivity.</p> <p>Many states, counties and municipalities throughout the United States have adopted telecommuting or telework policies for their employees. Miami-Dade County Administrative Order 5-5 governs the acquisition, assignment and use of telecommunication devices and network resources by County employees; it does not address the circumstances under which directors and supervisors may allow certain employees to participate in telecommuting arrangements.</p> <p>Additional Information – Strategic Planning and Government Operations Committee meeting discussion: During the Strategic Planning and Government Operations Committee meeting on December 8, 2015, File No. 152802 was discussed and deferred as follows:</p> <ul style="list-style-type: none"> • <i>The Human Resources Director clarified that the following thirteen departments did not report to the Mayor: the Board of County Commissioners, Career Service of South Florida, the Citizens' Independent Transportation Trust, some employees in the Clerk of the</i>

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	<p><i>Courts, the Commission on Ethics and Public Trust, the County Attorney's Office, the Inspector General, Judicial Administration, Law Library, Legal Aid, the Metropolitan Planning Organization, Miami-Dade Economic Advocacy Trust and the Property Appraiser.</i></p> <ul style="list-style-type: none"> • <i>The Committee mentioned that 884 employees were impacted by this proposal.</i> • <i>The Committee noted concern about the perception of fairness or the risk of discrimination claims since the option was not available to all employees under this proposal and that it might be hard to track and monitor employees hours and commented on the potential for overtime abuse.</i> • <i>The Committee also questioned the up-front costs associated with equipment needed for employees working from home and whether it presented any liability issues.</i> • <i>The CAO confirmed that the resolution was setting policy for directors and supervisors.</i> • <i>The Committee inquired whether department heads currently had the flexibility to allow employees to work from home to which the Human Resources Director reported that there were now employees working from home. She mentioned the Information Technology Department entered into an agreement with their employees with established parameters outlining work related deliverables.</i> • <i>The Deputy Mayor mentioned that the practice was used on a very limited basis throughout County administration.</i> • <i>The Committee questioned the need for this legislation when department heads already had the discretion to allow its employees to work from home.</i> • <i>The Committee noted that this legislation was not requesting a study but for an implementation that could affect the quality and responsiveness of services provided to the public.</i> <p><u>Additional Information – Office of Personnel Management (OPM) 2013 Report to Congress Regarding Telecommuting - Highlights³:</u></p> <p>Federal workplaces continue to be transformed under telework initiatives established through the Telework Enhancement Act of 2010 (the Act). As this second report under the Act shows, a growing number of agencies have embraced the potential offered by expanded telework program implementation. Certainly, increasing numbers of employees have elected to telework since 2011. Advancement in Federal telework is also marked by the continued development of more sophisticated programs with a growing number of agencies demonstrating capabilities to set and advance agency goals for telework.</p> <p>Study results generally show that agencies have implemented solid programs and a growing number of agencies have embraced the potential for the organization-wide benefits offered by telework. Managers of telework programs have begun to advance telework through more sophisticated approaches to program development. Findings overall indicate advances in both satisfaction of Act requirements and participation in telework during the intervening year since the first report under the Telework Enhancement Act:</p> <ul style="list-style-type: none"> • The number of employees deemed eligible for teleworking increased by 49 percent; • The number of employees with telework agreements increased by 84 percent; and, • The number of employees who teleworked in a September-to-September snapshot increased by 24 percent. <p>Not only are more employees participating, but a growing number of agencies have demonstrated the capability to set and advance agency outcome goals for telework, including critical employee attitude, emergency preparedness, and cost goals.</p> <p><u>Additional Information - Making telework more widespread in government – The Washington Post - March 7, 2014⁴:</u></p> <ul style="list-style-type: none"> • <i>Telework is slowly gaining a foothold in the federal government, but changing the attitudes of managers and supervisors who want to see their employees face-to-face remains a constant struggle.</i> • <i>A report by Office of Personnel Management (OPM) released in December found that a total of 301,372 federal employees teleworked at least once during fiscal 2012, the most recent data available. This represents about 14 percent of all federal employees and about one-third of those who have been designated as eligible to work remotely.</i> • <i>The benefits of teleworking have been well chronicled. For employees, it means avoiding long commutes, saving time, improving work-life balance, having greater job satisfaction and gaining a sense of empowerment. For the government, it can save money on overhead, provide better citizen services by extending hours, ensure continuity of operations during regional and national emergencies and snow storms, and lead to improved worker performance and greater productivity.</i> • <i>One has only to look at the recent government closings due to snow and ice, and the lost productivity that resulted except for those who were able to telework. At the U.S. Patent and Trademark Office, where 73 percent of the 11,000 employees telework between one and five days a week, it was business as usual during weather-related closings.</i> • <i>While there is increased recognition about the strategic benefits of telework, OPM has pointed out that "management resistance continues to present a barrier to participation." OPM also noted that tight budgets have been a roadblock for some agencies in terms of providing the information technology and security needed to expand telework.</i> • <i>For telework to become more prevalent and effective, senior leaders need to be the ones pushing for change and making a clear case to supervisors and managers that what counts is not where you are, but what gets accomplished.</i> • <i>To do this, leaders should implement a strategy that incorporates the following items:</i> <ul style="list-style-type: none"> ○ <i>Make the case. Asking managers, supervisors and employees to alter the way they work can't be done by edict. It requires a full explanation and a detailed and compelling case for change, showing how it could improve operations and lead to better outcomes. That's the only way you'll get buy-in and, eventually, move forward.</i>

³ <https://www.telework.gov/reports-studies/reports-to-congress/2013-report-to-congress/>

⁴ <https://www.washingtonpost.com/news/on-leadership/wp/2014/03/07/federal-coach-column-march-7/>

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	<ul style="list-style-type: none"> ○ <i>Debunk the myths. Part of the buy-in requires convincing those set in their ways that employees who telecommute are not sitting around in their pajamas playing computer games. Research shows that telecommuting employees end up working longer hours by skipping the commute, and because the technology allows them to be on the job before and after regular business hours.</i> ○ <i>Set the rules. All of those involved in a teleworking program need to be on the same page. This means that the expectations and roles for telecommuting employees and for managers and supervisors need to be spelled out. From the beginning, employee accessibility and work requirements should be defined, as should procedures to deal with abuse of the system.</i> ○ <i>Provide the training. The federal law governing telework requires that there be an interactive training program for eligible employees and their managers. This should not be an afterthought. For teleworking to be effective, the computers, systems and procedures that help employees securely connect to the office and to outside parties need to be correctly in place.</i> ○ <i>Provide support. Managers need to develop techniques for communicating with and engaging employees in a virtual environment. During conference calls with telecommuting employees, managers should give each employee on the line a chance to speak at the beginning and end of every virtual meeting. Managers also may need to have more regularly schedule check-in calls to make certain that employees are making progress and receiving the support they need.</i> ○ <i>Focus on outcomes. The work accomplished, not face time, should be the measure of value. This will require identifying and evaluating performance measures to ensure that telecommuting employees are achieving the team's goals.</i> ○ <i>Make adjustments. Assess what is working and what is not, and have the flexibility to make changes as needed to serve everyone's best interests.</i>
3A 152848	RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$15,000,000.00 FOR PREQUALIFICATION POOL NO. 9418-0/16 FOR PURCHASE OF EQUIPMENT, COMPONENTS, PARTS AND SERVICES FOR METRORAIL AND METROMOVER AND OTHER RAIL VEHICLES AND RAIL SYSTEMS FOR THE TRANSIT DEPARTMENT
Notes	<p>The proposed resolution authorizes an increased expenditure authority of \$15,000,000 to Prequalification No. 9418-0/16, Equipment, Components, Parts and Services for Metrorail and Metromover, and Other Rail Vehicles and Rail Systems for the Miami-Dade Transit Department. This pool award was established in August 2011 and provides the County with an open pool of pre-qualified vendors for the spot market purchase of components, replacement parts, and maintenance and repair services, as needed, for transit infrastructure (e.g., Metrorail, Metromover).</p> <p>The Transit Department's current rail system infrastructure exceeds 30 years of age and requires ongoing improvements, upgrades and rehabilitation to ensure continued operations and passenger safety. Railcars breakdown due to age and daily wear, requiring replacement parts for repair and preventive maintenance. Outdated parts must be manufactured due to lack of availability and/or replaced or transferred from one railcar to another in order to keep trains in service.</p> <p>The daily service required for preventive maintenance, including various planned rehabilitation projects (e.g., Traction Power Rectifier Transformer Project; Traction Power Switchgear Upgrade Project; and Train Control Project) is expected to deplete the Transit Department's current allocation. The additional expenditure authority, which is based on current monthly usage and projected expenditures for the remaining pool term, will ensure the proper maintenance of transit infrastructure so that patrons have uninterrupted use of the rail systems. The projected costs are broken down as follows: rail maintenance \$7,000,000; track and guideway maintenance \$6,000,000; and mover maintenance \$2,000,000.</p> <p><u>Fiscal Impact/Funding Source:</u></p> <p>This pool, which expires on July 31, 2016, has an existing allocation of \$56,975,000, for the initial five-year term. Miami-Dade Transit Department's existing allocation is \$56,450,000. To date, the Transit Department has released approximately \$52,984,188 of that allocation. Transit's remaining allocation, as well as the other departmental allocations under the pool, are projected for expenditure. This modification will authorize additional expenditure authority of \$15,000,000 increasing the total pool value to \$71,975,000.</p> <p>There are currently 61 pre-qualified vendors in the pool, of which 12 have local offices.</p> <p><u>Additional Information - Prequalification No. 9418-0/16:</u></p> <p>On July 19, 2011, the BCC, through Resolution No. R-616-11, established a pre-qualification pool of vendors for subsequent spot market competitions to purchase equipment, components, parts and services for Metrorail, Metromover, tracks, rail and guideway systems, and rail related maintenance equipment for the Miami-Dade Transit Department, for a term of five year in the amount of \$30,000,000. This contract was to be used for purchases funded by MDT Operating (non-federal) funds. A separate contract was to be established for the purchase of parts using federal funds.</p> <ul style="list-style-type: none"> • <i>What contract was established for the purchase of parts with federal funds?</i> <p>During the BCC meeting on July 19, 2011, the following was discussed:</p> <ul style="list-style-type: none"> • <i>The Commission noted that only two out of the 11 proposed vendors were local companies and that additional opportunities were needed for local companies in order to improve the local economy.</i> • <i>The Commission asked the Mayor to analyze the existing method used by the County for the acquisition and stockpiling of parts in the County's warehouse; and to explore the possibility of contracting with an outside provider to purchase and store parts, which would be available to the County on an as needed basis.</i>

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3B 152873	RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$400,000.00 FOR CONTRACT NO. L601 FOR THE ELECTIONS DEPARTMENT TO PURCHASE ELECTRONIC VOTER IDENTIFICATION STATIONS, ASSOCIATED SOFTWARE AND MAINTENANCE AND SUPPORT SERVICES; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38																
Notes	<p>The proposed resolution authorizes increased expenditure authority of \$400,000 to Legacy Contract No. L601, Electronic Voter Identification Stations, for the Elections Department to purchase additional electronic voter identification stations (EVIDs), electronic poll books, associated software licenses and required software maintenance and support services. EVIDs interface directly with the County's voter registration database, allowing Elections Department staff to verify voter information, including voter eligibility, through the use of driver's license card swipes or bar code scanners. The EVIDs maintain up-to-date voter activity and prevent voter fraud by detecting multiple check-ins and identifying when absentee ballots have already been submitted.</p> <p>The increased spending authority will be specifically applied to expand the use of EVIDs to all Early Voting and Election Day precincts for countywide and municipal elections, which is expected to improve operational efficiencies and voter experience. More precisely, it is anticipated that expanded usage of EVIDs will reduce voter check-in time, prevent multiple voting, provide live statistics of voter activity, automatically update voter registration records, validate voter reports to the correct precinct, and reduce staff workload.</p> <p>The BCC awarded this legacy contract to VR Systems, Inc. in September 2013 through Resolution No. R-735-13 for a three-year term plus two (2), two-year options-to-renew. The Elections Department relies on this contract to purchase equipment, supplies, software, including software licenses, and associated maintenance services to buttress its vast voting operations.</p> <p><u>Fiscal Impact/Funding Source:</u> The contract, which is in its initial three-year term, expires on October 31, 2016. The allocation for the initial term was modified from \$3,200,000 to \$3,800,000, administratively, to purchase 200 EVIDs. The requested \$400,000 increase in allocation for the initial term is based on estimated needs in preparation for the 2016 presidential election cycle, as recommended by the County Mayor's Elections Advisory Group. This allocation will allow for the purchase of 25 additional EVIDs, software licenses and maintenance and support services for the remainder of the term. If this modification is approved, the contract will have a total modified allocation for the initial term of \$4,200,000.</p> <p><u>Awarded Vendor</u> VR Systems, Inc. 2840 Remington Green Circle Tallahassee, FL</p>																
3C 152771	RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING AWARD OF ADDITIONAL TIME OF SIX MONTHS AND AN ADDITIONAL AMOUNT OF UP TO \$554,000.00 FOR CONTRACT NO. RFQ 806 FOR PURCHASE OF MARKETING AND PUBLIC RELATIONS SERVICES FOR THE DEPARTMENT OF CULTURAL AFFAIRS AND PUBLIC LIBRARY SYSTEM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXERCISE ALL PROVISIONS OF THE CONTRACT PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38																
Notes	<p>The proposed resolution approves a request for a designated purchase under Contract No. RFQ806, Marketing and Public Relations Services, for the Department of Cultural Affairs and Public Library System. Approval of a designated purchase is being requested, pursuant to Section 2-8.1(b)(3) of the Miami-Dade County Code, to authorize the extension of the current contract term by six (6) months and increase the allocation by \$554,000 to ensure uninterrupted delivery of marketing, advertising and public relations services while the long-term replacement contract is developed, competed and awarded. Under the replacement contract, these services will be expanded to include all departments with service delivery being overseen by the Communications Department.</p> <p><u>Background:</u> This contract was competitively established in July 2012 for a three-year term plus a three-year option to renew to provide marketing, advertising, media and public relations services for the Department of Cultural Affairs. The County has elected not to exercise the option to renew term as the contract's scope of services will be overhauled to reflect the centralization of countywide marketing and advertising needs under the Communications Department. The Department of Cultural Affairs has used this contract to market and brand the South Miami-Dade Cultural Arts Center and its Culture Shock Miami initiative, a program that encourages high school and college students to</p>																

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	<p>purchase discounted tickets to a variety of cultural events. In October 2014, the Library System was added to this contract, as recommended by the Mayor's Blue Ribbon Task Force, which was created to develop a blueprint for the future of the Library System. Through this contact, the Library System has embarked upon a broad-reaching, refreshed identity development initiative.</p> <p>The current contract term was extended administratively by six (6) months under the County Mayor's delegated authority. This item is presented for BCC approval as a designated purchase because the Administration has exhausted its authority to extend the contract and competition is currently not practicable as the replacement solicitation is being developed. It is anticipated that the replacement contract will be presented to the BCC for award in summer 2016. Developing the replacement solicitation requires significant time and resources as the Communications Department is collaborating with County departments to finalize comprehensive specifications to meet countywide marketing and public relations needs..</p> <p><u>Fiscal Impact/Funding Source:</u> The contract is in its initial three-year term. The additional time will extend the contract's expiration date by (6) months, from February 29, 2016 to August 31, 2016. The additional allocation amount requested for the extension period is \$554,000.</p> <p>Awarded Vendors Arts Marketing Network, Inc. (MICRO/SBE) 1320 Egret Road Homestead, FL Matrix 2, Inc. (SBE) 1903 NW 97 Avenue Miami, FL</p> <table border="1" data-bbox="386 768 1360 1161"> <thead> <tr> <th colspan="2">Additional Information on RFQ 806 - Marketing and Public Relations Services According to the Bid Tracking System</th></tr> <tr> <th>RFQ 806</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Original Contract 8/6/2012-8/31/2015</td><td>\$360,000</td></tr> <tr> <td><i>*Extended 6 months under Mayor's delegated authority to 2/29/2016*</i></td><td></td></tr> <tr> <td>Proration</td><td>\$149,000</td></tr> <tr> <td>Modification 1 5/1/2014</td><td>\$488,000</td></tr> <tr> <td>Modification 2 10/9/2014</td><td>\$50,000</td></tr> <tr> <td>Current Contract Value</td><td>\$1,047,000</td></tr> </tbody> </table>	Additional Information on RFQ 806 - Marketing and Public Relations Services According to the Bid Tracking System		RFQ 806	Amount	Original Contract 8/6/2012-8/31/2015	\$360,000	<i>*Extended 6 months under Mayor's delegated authority to 2/29/2016*</i>		Proration	\$149,000	Modification 1 5/1/2014	\$488,000	Modification 2 10/9/2014	\$50,000	Current Contract Value	\$1,047,000
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3D 152847	RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN A TOTAL AMOUNT UP TO \$400,000.00 IN CURRENT OPTION-TO-RENEW TERM FOR PREQUALIFICATION POOL NO. 7401-2/19-1, PC PARTS, PERIPHERALS AND MAINTENANCE, FOR THE INFORMATION TECHNOLOGY DEPARTMENT																
Notes	<p>The proposed resolution authorizes an increased expenditure authority of \$400,000 to Prequalification Pool No. 7401-2/19-1, PC Parts, Peripherals and Maintenance Services, for the Information Technology Department. This pool was established in January 2010 for a three-year term and two (2) three-year options to renew. The pool is managed by the Information Technology Department and is used to purchase PC parts, network peripherals, components, supplies, and repair services to support countywide information technology operations.</p> <p>The average monthly expenditure is approximately \$187,000. At the current spend rate, the pool's allocation will be depleted before the February 29, 2016 pool expiration date. The increased spend rate is due to the purchase of network peripherals under this pool which were previously purchased from a State of Florida contract accessed by the County that the State has since let expire. The additional \$400,000 in spending authority will be sufficient to satisfy countywide information technology requirements for components and services to maintain networks, workstations, and laptops.</p> <p><u>Fiscal Impact/Funding Source:</u> The pool is in the first of two (2) three-year option to renew terms, which expires on February 29, 2016 and has an existing \$6,100,000 allocation that includes a \$1,000,000 modification for increased spending approved under the Mayor's delegated authority. The recommended modification will authorize additional expenditure of \$400,000, increasing the total pool value to \$6,500,000.</p> <p>There is no additional delegation of authority sought in this item as the authority to solicit pricing and award contracts up to an aggregate amount of the allocation authorized by the BCC, exercise all provisions of the solicitation documents and any resulting contracts pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38, and add vendors to the pool at any time, subject to ratification by the BCC on a bi-annual basis, was granted when the pool was established under Resolution No. R-33-10.</p> <p>Vendors</p> <ul style="list-style-type: none"> • Acordis International Corp. 11650 Interchange Circle North Miramar, FL • Barcodes, LLC 200 West Monroe Street Chicago, IL • BLM Technologies of Florida, LLC 4370 Oakes Road, Suite 700 Ft. Lauderdale, FL • Call One, Inc. 400 Imperial Boulevard Cape Canaveral, FL 																

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	<ul style="list-style-type: none"> • CDW Government, LLC 200 North Milwaukee Avenue Vernon Hills, IL • Communications Services Co. of Daytona, Inc. 933 Beville Road, 103-A South Daytona, FL • Computer Asset Management, Inc. 6619 South Dixie Highway, #354 Miami, FL • Computer Design Center, LLC 249 West Main Street Building D, Unit 1 Branford, CT • Computer Systems Support, Inc. 5000 SW 75 Avenue Miami, FL • Encompass Supply Chain Solutions, Inc. 7060 State Road 84 #12 Ft. Lauderdale, FL • Golden Star Technology, Inc. 13043 East 166 Street Cerritos, CA 14335 SW 120 Street Suite 103 Miami, FL • MTS Software Solutions, Inc. 15952 Brier Creek Drive Delray Beach, FL • Network & Communication Services, Inc.(MICRO/SBE) 9509 NW 47 Terrace Miami, FL • PC Solutions & Integration, Inc.(MICRO/SBE) 4937 SW 75 Avenue Miami, FL • Rainbow Computers Corp. 6000 NW 97 Avenue Doral, FL • Ricoh USA, Inc. 70 Valley Stream Parkway Malvern, PA 703 Waterford Way Suite 190 Miami, FL • Ridgeline Technology 140 Cleveland Avenue Auburn, CA • Sharp Electronics Corporation 1 Sharp Plaza, Suite 1 Mahwah, NJ 14791 Oak Lane Miami Lakes, FL • Solutions4sure.com, Inc. 55 Corporate Drive Trumbull, CT • Southern Computer Warehouse, Inc. 1395 South Marietta Parkway Marietta, GA • Storsoft Technology Corp. 1910 31 Avenue Gulfport, MS 19330 SW 31 Court Miramar, FL • Universal Adaptive Consulting Services, Inc. 10416 Scenic Place Glen Allen, VA 																								
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3E 152620	ORDINANCE APPROVING AND ADOPTING FISCAL YEAR 2015-16 MID-YEAR SUPPLEMENTAL BUDGET ADJUSTMENTS AND AMENDMENTS FOR VARIOUS COUNTY DEPARTMENTS AND FUNDS; RATIFYING AND APPROVING IMPLEMENTING ORDERS AND OTHER BOARD ACTIONS WHICH SET FEES, CHARGES AND ASSESSMENTS AND PROVIDING FOR THEIR AMENDMENT; AMENDING SECTION 1-4.3 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA TO CONFORM THE CODE, APPLICABLE IMPLEMENTING ORDERS, AND OTHER LEGISLATIVE ENACTMENTS TO THE FISCAL YEAR 2015-16 MID-YEAR SUPPLEMENTAL BUDGET AND PRIOR YEAR SUPPLEMENTAL BUDGETS AS IT RELATES TO VARIOUS DEPARTMENTS AND DELEGATIONS OF COMMISSION AUTHORITY, POWER, AND RESPONSIBILITIES ASSOCIATED THEREWITH; AND PROVIDING SEVERABILITY, INCLUSION IN THE CODE AND AN EFFECTIVE DATE																								
Notes	<p>The proposed ordinance approves a Fiscal Year 2015-2016 Mid-Year Supplemental Budget in accordance with the Home Rule Charter and Section 129.06 of the Florida Statutes.</p> <p><u>Operating Adjustments</u> Small Business Development</p> <p>To address the findings in the 2015 Disparity Study submitted by Mason Tillman, Ltd. and in response to Resolution No. R-888-15, the addition of 10 positions in the Small Business Development (SBD) division of the Internal Services Department is being recommended. These positions are intended to enhance SBD's efforts to increase the number of certified small businesses, augment opportunities for small businesses and local workers on County contracts through the assignment of small business measures, enforce compliance with small business and workforce program goals, assist firms with prompt payment issues, and monitor responsible and living wage requirements. The cost of these positions for</p>																								

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	<p>FY 2015-16 will be \$635,000 and will be funded from the reserve set aside in the Adopted Budget pending a recommendation regarding these positions, as noted in the FY 2015-16 Proposed Budget document and in the information provided at the September 17, 2015 Budget Hearing.</p> <p>Reorganization of Transportation and Public Works Functions</p> <p>Based on the October 9, 2015 memorandum “Reorganization of Transportation and Public Works Functions,” an examination of transportation-related functions has resulted in the budget supplement. These ordinance schedules create the Department of Transportation and Public Works (DTPW) (\$637.32 million operating budget, 4,223 positions) and the Department of Solid Waste Management (DSWM) (\$464.14 million operating budget, 996 positions) and eliminate the former Public Works and Waste Management and Transit departments. These ordinance schedules also amend the budgets for the Regulatory and Economic Resources Department (RER) (net increase totaling \$67.024 million and net reduction of one position), and the Parks, Recreation and Open Spaces Department (PROS) (net increases totaling \$27.559 million and 60 position).</p> <ul style="list-style-type: none"> • <i>According to the memorandum, the administration would establish DTPW and it would include the functions of Miami-Dade Transit, along with the County Engineer, Traffic Operations (to include Traffic Engineering and Traffic Signals and Signs), Construction and Maintenance (to include Road, Bridge and Canal Maintenance), and Highway Planning (to include Roadway Engineering and the Right of Way Division), as well as the Passenger Transportation Regulation function from the Business Affairs Division of RER. Special Taxing District Management and Causeways would become part of PROS, and Stormwater Utility and Planning would be transferred to RER. Solid Waste Management and Mosquito Control would continue as DSWM.</i> <p>In addition to the adjustments required to accomplish the reorganization, DTPW requires a supplement of \$550,000 in Fund CO 330 to provide federal grant match funding support for the Metropolitan Planning Organization. The additional funding will be provided by higher than anticipated Secondary Gas tax receipts.</p> <p>Capital Adjustments</p> <p>Building Better Communities General Obligation Bond Program (BBC GOB)</p> <p>To properly reflect capital projects funded by the BBC GOB, the Regulatory and Economic Resources Department (RER) requires a technical adjustment to the FY 2015-16 Adopted Budget and Multi-Year Capital Plan of \$6.775 million. On September 16, 2015, the BCC adopted Resolution No. R-763-15 approving a significant modification to reduce \$10 million from BBC GOB Project No. 10 “Purchase of Development Rights” and reallocating those funds to Project No. 52 “Beach Erosion Mitigation and Renourishment.” Funding for this project includes \$10 million from BBC GOB proceeds as well as \$3.213 million in state and local revenue share.</p> <p>Fire Rescue</p> <p>Fire Rescue’s Special Revenue Fund (Fund SF 011, Subfund 124) requires a supplemental budget of \$2.606 million to cover the costs associated with the Department’s fleet replacement plan to include pumpers, rescues, platforms, battalion, and special event vehicles. This project and associated expenses were inadvertently omitted from the Department’s FY 2015-16 Multi-Year Capital Plan. Funding is provided by financing proceeds pursuant to equipment leases.</p>