



**OFFICE OF THE COMMISSION AUDITOR
MIAMI-DADE BOARD OF COUNTY COMMISSIONERS**

**COMMISSION AUDITOR'S
INFORMATIONAL RESEARCH**

COMMUNITY SAFETY AND SECURITY COMMITTEE

March 11, 2021

9:00 A.M.

Commission Chambers

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Commission Auditor

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TABLE OF CONTENTS

DEPARTMENTS

ANIMAL SERVICES

3A (210347): Approving a Partner Program Agreement with the Cat Network, Inc.....	3
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INTERNAL SERVICES

3B (210398): Ratifying Emergency Purchase for the Corrections and Rehabilitation Department.....	5
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**CSSC Meeting:
March 11, 2021
Research Notes**

**Item No. 3A
File No. 210347**

Researcher: MF / Reviewer: PGE

RESOLUTION APPROVING A PARTNER PROGRAM AGREEMENT WITH THE CAT NETWORK, INC. UP TO AN AMOUNT NOT TO EXCEED \$15,000.00 TO REIMBURSE THE CAT NETWORK, INC. FOR SPAY/NEUTER SURGICAL SERVICES AND VACCINATIONS FOR COMMUNITY CATS AT A RATE OF \$60.00 PER CAT; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXECUTE PARTNER PROGRAM AGREEMENT AND EXERCISE UP TO FIVE ONE-YEAR OPTION-TO-RENEW TERMS OF PARTNER PROGRAM AGREEMENT

Prime Sponsor: None
Requester: Animal Services Department
Committee Action Date: N/A

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

ADDITIONAL INFORMATION

OCA conducted due diligence of vendor [Cat Network, Inc.](#), a nonprofit organization that works to educate the public about the significance of pet sterilization as well as provide access to spay/neuter stray, homeless, and abandoned cats. Established more than 25 years ago, Cat Network has sterilized approximately 51,000 abandoned cats and adopted an excess of 7,000 cats. The organization has enlisted the assistance of about 2,500 volunteer and donor members.

OCA contacted the Animal Services Department (ASD) on March 10, 2021 to obtain information on current similar contracts that ASD has implemented. ASD provided details on an existing contract between the County and the Humane Society of Greater Miami as approved September 27, 2016 via Resolution No. [R-788-16](#) (*Contract No. BW9870-4/21, Spay and Neuter Services*) in the amount of \$600,000 for a one-year term with four, one-year options to renew (OTRs). Per BTS, the contract is in its fourth OTR term, which is valued at \$400,000 – of which \$200,000 has been released, leaving a balance of \$200,000. Table 1 below shows the contract's status since its inception in 2016, along with OTR terms and their values.

Contract No. BW9870-4/21		
Term	Term Dates	Value
Initial Term	October 11, 2016 – October 31, 2017	\$600,000
OTR 1	November 1, 2017 – October 31, 2018	\$400,000
OTR 2	November 1, 2018 – October 31, 2019	\$600,000
OTR 3	November 1, 2019 – October 31, 2020	\$600,000
OTR 4	November 1, 2020 – October 31, 2021	\$400,000

**CSSC Meeting:
March 11, 2021
Research Notes**

**Item No. 3A
File No. 210347**

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Table 2 below depicts the Humane Society contract's scope of services, as well as the maximum price for each procedure.

Humane Society of Greater Miami – Scope of Services	
Procedure	Maximum Unit Price
Surgical Sterilization Reimbursement for Cats <ul style="list-style-type: none"> Includes rabies vaccine for all cats and other services 	\$52.00
Surgical Sterilization Reimbursement for Dogs <ul style="list-style-type: none"> Includes rabies vaccine for all dogs 	\$69.00
Boarding and care of animal after surgery (if necessary)	N/A – services included in unit price
Marketing Campaign (itemized with multiple reimbursement requests as services are utilized)	\$100,000

Currently, there is an item slated to go before the BCC in April 2021 for the County Mayor to provide a report that sets forth the implementation plan for the County's No Kill Animal Shelter Policy. Throughout the years the BCC has adopted legislation as part of ongoing efforts toward this end. Pursuant to Resolution No. [R-1255-20](#), the Save Charlie Act – which established the County's No Kill Animal Shelter Policy – provides additional support for other legislation the BCC adopted in 2012 via Resolution No. [R-583-12](#), directing the Mayor to develop and implement a financially feasible and actionable No Kill Implementation Plan and achieve a 90% rate at the County's animal shelter. In 2013, the BCC accepted ASD's recommendations report for attaining a No Kill Animal Shelter through Resolution No. [R-476-13](#), which subsequently led to the adoption of Resolution No. [R-43-13](#), creating an Animal Services Advisory Board on November 23, 2013.

Across the United States, communities have either partnered with nonprofit agencies or introduced legislation to mitigate the social issues surrounding abandoned and stray pets, including cats. The table below shows a snapshot of some of the jurisdictions and their respective programs.

Jurisdiction	Program
Los Angeles County, California	Socially Conscious Animal Sheltering, July 29, 2020 News Article
Cincinnati, Ohio	The Ten Program, August 19, 2020 News Article
Iowa City, Iowa	Trap-Neuter-Return Ordinance, March 6, 2020 News Article
Birdsboro, Pennsylvania	Operation CatSnip, November 3, 2020 News Article

**CSSC Meeting:
March 11, 2021
Research Notes**

**Item No. 3B
File No. 210398**

Researcher: TA / Reviewer: PGE

RESOLUTION AUTHORIZING A DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; RATIFYING AN EMERGENCY PURCHASE FOR THE MIAMI-DADE CORRECTIONS AND REHABILITATION DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$447,626.61 FOR EMERGENCY COOK CHILL TANKS 1 & 2 REPLACEMENT AT TGK, EMERGENCY CONTRACT NO. E-10075 FOR A ONE-YEAR TERM

Prime Sponsor: None

Requester: Internal Services Department (ISD)

Committee Action Date: N/A

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance.

The following was noted:

1. This emergency contract ratification should have come to the Board within 120 days of the emergency being declared or the reason for the delay must be set forth in the ratification item as required by Board resolution. (See the Additional Information section.)

FINANCIAL ANALYSIS

The fiscal impact for this emergency contract ratification is \$447,626.61 for the one-time purchase of two cook chill tanks for the Miami-Dade Corrections and Rehabilitation Department (MDCR). While the emergency contract was processed administratively in March 2020, the manufacturing of the cook chill tanks to MDCR's specifications required approximately 32 to 34 weeks lead time. The Bid Tracking System (BTS) reflects that the full funds have been released, indicating that full payment has been made to the vendor and the purchase and installation has been completed.

ADDITIONAL INFORMATION

MDCR's justification for this emergency procurement was that both cook chill tanks at Miami-Dade Turner Guilford Knight Correctional Center were over 30 years old and in critical need of replacement because they were no longer in repairable condition and operating at limited capacity. Because no existing contract was identified to be accessed, a quote was solicited from the manufacturer providing repair services for the existing equipment, and the department determined the pricing was fair given the scope of work. To ensure that competition is possible and avoid the need for emergency purchases, the department is undergoing a review of the current kitchen equipment in its various facilities to allow them to proactively meet future needs.

[Resolution No. R-454-13](#) requires that the ratification of this emergency contract should have been brought to the Board within 120 days of such emergency; in the event that the Mayor is unable to bring the ratification to the Board within the time frame, the Mayor shall explain in writing the reason for the delay in bringing the ratification item to the Board. Thus, since the emergency contract modification occurred in March 2020, the ratification should have been considered by the Board no later than July 2020. The mayoral memo does not speak to the reason for the delay in bringing this item to the Board.

No Small Business Enterprise (SBE) measures were set for this contract due to it being an emergency. The local distributor of the equipment and installation services, TWC Services, Inc., is not a certified SBE. According to the

**CSSC Meeting:
March 11, 2021
Research Notes**

**Item No. 3B
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Business Management Workforce System (BMWS), there is currently no certified SBE firm associated with the required NIGP Commodity Code 04550 *Kitchen Units, Compact, Complete*.

CONTRIBUTORS

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

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These research notes, prepared in collaboration with the Miami Dade County departments as subject matter experts, is substantially less detailed in scope than an audit in accordance with the Generally Accepted Auditing Standards (GAAS). The OCA plans and performs the review to obtain sufficient, appropriate evidence to provide a reasonable basis for its findings and conclusions based on its objectives; accordingly, the OCA does not express an opinion on the data gathered by the subject matter expert(s).