

MEMORANDUM

Agenda Item No. 11(A)(4)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: May 6, 2025

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution establishing the
Special Task Force to Reduce
Inefficiencies in Procurement to
review existing laws, codes and
procedures relating to County
procurement and provide
recommendations to the Board of
County Commissioners; and
providing for the composition
and duties of the task force, other
related matters, and sunset
provision

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Chairman Anthony Rodriguez.



Geri Bonzon-Keenan
County Attorney

GBK/jp

MDC001



MEMORANDUM

(Revised)

TO: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

DATE: May 6, 2025

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 11(A)(4)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, majority plus one ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3) (h) or (4)(c) ____, CDMP 9 vote requirement per 2-116.1(4)(c) (2) ____) to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(4)
5-6-25

RESOLUTION NO. _____

RESOLUTION ESTABLISHING THE SPECIAL TASK FORCE TO REDUCE INEFFICIENCIES IN PROCUREMENT TO REVIEW EXISTING LAWS, CODES AND PROCEDURES RELATING TO COUNTY PROCUREMENT AND PROVIDE RECOMMENDATIONS TO THE BOARD OF COUNTY COMMISSIONERS; AND PROVIDING FOR THE COMPOSITION AND DUTIES OF THE TASK FORCE, OTHER RELATED MATTERS, AND SUNSET PROVISION

WHEREAS, Miami-Dade County (the “County”) is responsible for purchasing goods and services to deliver excellent public services and operate efficiently; and

WHEREAS, in addition to procuring goods and services the County also enters into construction contracts, professional services architectural and engineering agreements, public private partnership (P3) agreements, real estate leases, concession agreements, and real estate transactions to build, develop, and maintain critical infrastructure for the people of Miami-Dade County; and

WHEREAS, the procurement of myriad contracts is governed by a complex set of rules, laws, and regulations involving local, state, or federal law or combinations of all three; and

WHEREAS, just accounting for County laws, regulations, and policies, County procurements are governed by the Miami-Dade County Home Rule Charter, the Code of Miami-Dade County (the “Code”), Florida and Board resolutions; and

WHEREAS, ensuring that the County’s procurement processes are clear, efficient, and effective at identifying high-quality services at competitive prices is crucial to the County’s ability to meet the needs of the public in a timely and cost-effective manner; and

WHEREAS, accordingly, this Board desires to create a task force of experts to review the existing laws, codes, and procedures relating to County procurement and provide recommendations to the Board of County Commissioners for needed changes or improvements to such laws, codes, or procedures to promote efficiency and competition,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. The Special Task Force to Reduce Inefficiencies in Procurement (“STRIP” or “Task Force”) is hereby created.

Section 2. *Purpose.* The STRIP is established for the purpose of reviewing existing laws, codes, and procedures relating to the County’s procurement (including the procurement of goods and services, professional services agreements (including agreements for architectural and engineering services), public works and construction contracts, P3 agreements, leases, and concessions) and providing recommendations to the Board of County Commissioners for needed changes or improvements to such laws, codes, or procedures. Consistent with this purpose, the Task Force shall:

1. Examine the timeframe for different procurement phases (including identifying a particular County need, solicitation, contract award) and/or methods (including requests for proposals, invitations to bid, requests for quotes) to identify bottlenecks and opportunities for efficiency;
2. Evaluate whether the existing delegated authority to the County Mayor to authorize certain contracts without Board approval promotes efficient and cost-effective procurement;

3. Identify any administrative or legal barriers that discourage businesses from participating in County procurement, with a particular focus on small or local businesses;
4. Examine the County's current policies for local preference and small business measures and evaluate what the additional costs of such policies are in relation to benefits such policies may produce;
5. Assess whether procurement processes should differ based on the type of acquisition (e.g., goods and services vs. construction projects) to ensure efficiency;
6. Propose a mechanism for periodic review of County procurement processes to identify areas for improvement;
7. Review the functionality of the County's online procurement system and recommend upgrades, if needed;
8. Assess whether available technologies, including but not limited to artificial intelligence technologies, can and should be integrated into the County's procurement processes to enhance efficiency;
9. Explore whether additional accountability measures are necessary for contractors that fail to meet contract terms, deadlines, or compliance requirements; and
10. For each recommendation provided by the Task Force, identify whether changes are needed to the Code, resolutions, County procedures, the Miami-Dade County Home Rule Charter, state law, or other applicable regulations.

Section 3. *Membership.* The Task Force shall be comprised of no more than 15 members. All members shall be appointed by the Chairman of the Board of County Commissioners. Within 10 days of the adoption of this resolution, members of the Board of County Commissioners may submit to the Chairman of the Board of County Commissioners up to three names of candidates for the Chairman to consider for appointment to the Task Force. The Task Force shall contain professional representatives of firms and companies contracting with state and local public agencies in Florida as well as professionals, business leaders, or other persons having substantial experience in establishing, overseeing or participating in government procurement in Florida. The Task Force as a whole should generally reflect the geographic, gender, racial, ethnic, or cultural make-up of the community. Task Force members shall serve without compensation.

Section 4. *Appointment and Vacancies.* All appointments to the Task Force shall be made by filing notice of the appointment with the Clerk of the Board of County Commissioners within 30 days following the effective date of this resolution. Upon receipt of at least 8 appointments, the Clerk shall provide the Board of County Commissioners with written notice that a majority of the appointments to the Task Force have been made, and the Task Force shall be deemed to be established as of the date of that written notice. Any Task Force vacancies shall be filled in the manner provided for in the initial appointment. The Chairman of the Board of County Commissioners may at any time, with or without cause, remove said member from his or her position on the Task Force by filing a notice with the Clerk and appointing a different person to fill the position.

Section 5. *Organization.* The Task Force shall select one member to serve as Chairperson, and one member to serve as Vice-Chairperson. The Chairperson shall preside at all meetings at which they are present. The Vice-Chairperson shall act as Chairperson in the absence

of the Chairperson. A quorum shall be required to transact any business or exercise any power vested in the Task Force. A quorum for the Task Force shall consist of a majority of those persons duly appointed to the Task Force, provided that at least half of the full Task Force membership has been appointed. The Task Force shall adopt any rules it deems necessary for the conduct of its meetings, as long as such rules do not contravene this resolution, the Florida Statutes, or the Code. If the Task Force does not adopt rules or policies, or its adopted rules or policies do not address a particular situation, then the applicable provisions of the Board of County Commissioners' Rules of Procedure, as such may be amended from time to time, shall apply.

Section 6. *Meetings.* All proceedings of the Task Force shall be conducted in accordance with Florida's open government laws, including, but not limited to, the Government in the Sunshine Law and the Citizens' Bill of Rights of the Miami-Dade County Home Rule Charter. Notwithstanding the foregoing, nothing herein shall prohibit the Task Force from conducting any public meetings by electronic means, excluding any meetings where action will be taken by the Task Force or when an in-person meeting is otherwise required by law. Members of the public shall be given a reasonable opportunity to be heard on any proposition before the Task Force. The Task Force shall be deemed an "agency" for all purposes under chapter 119, Florida Statutes. The Task Force shall be governed by all applicable state and County conflict of interest laws and ordinances, including section 2-11.1 of the Code. The Task Force shall convene within 14 days of the date of establishment of the Task Force as provided in Section 4. The Task Force shall hold meetings as it deems necessary. However, at a minimum, the Task Force shall meet monthly. A special meeting may be called by the Chairperson of the Task Force or by a written request from a majority of those persons duly appointed to the Task Force. The Task Force shall organize its meetings by topic. For each topic, the Task Force shall meet at least twice: once, to

identify concerns and/or areas for investigation and recommendations by staff and second, for staff to present its responsive research and recommendations to the Task Force. The topics shall include, at a minimum:

- (1) Procurement of goods and services;
- (2) Acquisition of architectural and engineering professional services and design-build services;
- (3) Construction contracting, including the Miscellaneous Construction Contracts Program;
- (4) Public-private partnerships and unsolicited proposals;
- (5) Leases and development agreements;
- (6) Concession agreements; and
- (7) Waste-to-energy contracts.

Section 6. *Advisory.* The Task Force is advisory only and shall not have the power or authority to commit Miami-Dade 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.

Section 7. *Reports.* The Task Force shall provide an interim report to the Board of County Commissioners which contains its preliminary findings and recommendations consistent with this resolution within 60 days following its establishment. The Task Force shall provide a final report to the Board which contains its final findings and recommendations consistent with this resolution within the last quarter of 2025 and no later than the last scheduled meeting of the Board of County Commissioners for the calendar year 2025. The Task Force shall also be authorized to request any additional experts that it deems necessary to assist the Task Force in its

duties. The report shall be placed on an agenda of the Board pursuant to Ordinance No. 14-65, for consideration by the Board. The Board may request such further work of the Task Force as may be in the public interest. In addition, the Task Force shall provide periodic reports to the Board every quarter to advise on the status of the Task Force's work to date. If necessary, the Task Force shall also provide emergency reports to the Board for any issue or recommendation that the Task Force finds to be time sensitive and requiring immediate action by the County Commission or the County Mayor. Any such reports shall be placed on the next available agenda of the Board of County Commissioners.

Section 8. *Staff.* The Task Force shall be provided adequate staff and support services by the County Mayor or County Mayor's designee. Such staff shall (i) maintain records of the Task Force, (ii) coordinate and prepare an agenda for the initial Task Force meeting to occur within 14 days within of the establishment of the Task Force; (iii) prepare agendas for subsequent meetings in coordination with the Chairperson, (iv) provide minutes of Task Force meetings, and (v) perform such other duties as may be reasonably required to conduct the affairs of the Task Force subject to budgetary limitations. The County's Director of the Strategic Procurement Department shall serve as a technical advisor to the Task Force and shall attend all Task Force meetings. The County Attorney's Office shall provide legal counsel to the Task Force as needed. The Task Force shall be assisted by any experts selected by the Board of County Commissioners.

Section 9. *Duration.* Unless extended or superseded by ordinance, the Task Force shall sunset and stand dismissed 364 days following its establishment or when the Board of County Commissioners accepts the final report of the Task Force and, by motion or resolution, finds that the Task Force's work has concluded and there are no further matters that the Board of County Commissioners wishes for the Task Force to consider, whichever occurs earlier.

The Prime Sponsor of the foregoing resolution is Chairman Anthony Rodriguez. It was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Anthony Rodriguez, Chairman	
Kionne L. McGhee, Vice Chairman	
Marleine Bastien	Juan Carlos Bermudez
Sen. René García	Oliver G. Gilbert, III
Roberto J. Gonzalez	Keon Hardemon
Danielle Cohen Higgins	Eileen Higgins
Raquel A. Regalado	Micky Steinberg
District 6 - Vacant	

The Chairperson thereupon declared this resolution duly passed and adopted this 6th day of May, 2025. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Eduardo W. Gonzalez
Sophia Guzzo