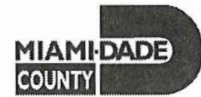


# Memorandum



**Date:** March 2, 2021

**To:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

Agenda Item No. 8(N)(5)

**From:** Daniella Levine Cava  
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Resolution No. R-168-21

**Subject:** Resolution Authorizing the Department of Transportation & Public Works to Secure Independent, Certified Real Property Appraisers to Perform Real Property Appraisals on an As-Needed Basis, in Accordance with Established County Appraiser Selection Procedures, not to exceed a Blanket Amount of \$200,000.00

## Recommendation

It is recommended that the Board of County Commissioners (Board) approve the attached resolution authorizing the Department of Transportation & Public Works (DTPW) to secure independent, certified real property appraisers holding a professional designation of MAI (Member Appraisal Institute) or ASA (Accredited Senior Appraiser, American Society of Appraisers) to perform real property appraisals on an as-needed basis in accordance with established Miami-Dade County (County) appraiser-selection procedures not to exceed a blanket amount of \$200,000.00 until funds are expended.

## Scope

DTPW transit-related appraisal sites are located throughout the County; therefore, the impact of this agenda item is countywide.

## Fiscal Impact/Funding Source

The amount of this proposed multi-year blanket authorization is \$200,000.00. Funding is budgeted annually in the DTPW Operating Budget for appraisals related to transit-related joint development, lease agreements, land acquisition, and sale of properties.

## Track Record/Monitor

All appraisers are selected by the County's Appraiser Selection Committee. The Chief of the DTPW Right-of-Way, Utilities and Joint Development Division, Javier M. Bustamante, is the employee responsible for monitoring this blanket appraisal authorization.

## Delegated Authority

In accordance with Section 2-8.3 of the Miami-Dade County Code related to identifying delegation of Board authority, there are no authorities beyond those specified in the resolution. Purchases of professional services (appraisal services) with County funds are authorized by the Board of County Commissioners (Board).

## Background

DTPW is requesting approval from the Board to hire independent appraisers on an as-needed basis for DTPW transit-related projects. Typically, each request for appraisal services, which must receive Board approval, entails a process which may take three (3) months. Blanket appraisal authorizations enable staff to secure appraisal services in substantially less time,

thereby improving effectiveness and efficiency in carrying out various real estate planning, leasing, acquisition, sale, development and management functions. Time is of the essence when acquiring, selling or leasing real estate and the blanket appraisal authorization process allows staff to effectively and efficiently proceed with projects.

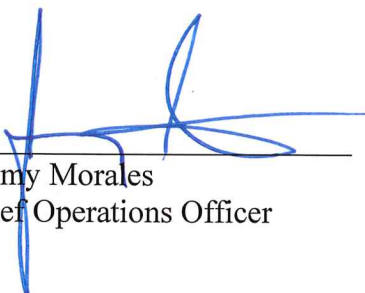
In the past, the Board has approved blanket appraisal authorizations for other County departments including Public Works (R-245-07), Miami-Dade Water and Sewer Department (R-671-14), Internal Services Department formerly the General Services Administration (R-797-00). Since 1998, the Board has approved eleven (11) blanket appraisal authorizations for DTPW (and as Miami-Dade Transit) (R-149-19, R-217-16, R-313-11, R-972-07, R-318-07, R-564-04, R-960-03, R-598-01, R-1373-99, R-509-99, R-342-98) enabling the securing of appraisals, appraisal updates, and appraisal reviews on an expedited basis. This request of \$200,000.00 will replenish the now exhausted DTPW blanket approved by Resolution R-149-19.

County procedures are followed by soliciting project-specific proposals from County-approved independent real property appraisers whose proposals are approved by the Appraiser Selection Committee chaired by the Internal Services Department and the County Attorney's Office.

The selected property appraisers must meet the following criteria:

- Submit a competitive bid price and reasonable time frame for completion;
- Hold a current professional designation (MAI, ASA);
- Meet current State of Florida requirements for state-certified appraisers;
- Hold a current State of Florida Certified General Appraiser License (RZ designation);
- Have related project experience;
- Demonstrate skill in producing reports in compliance with Uniform Standards of Professional Appraisal Practice (USPAP); and
- Demonstrate competent prior performance.

Additionally, appraisers must comply with applicable federal regulations on appraisals involving federally- assisted projects.



Jimmy Morales  
Chief Operations Officer



## MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** March 2, 2021

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(N)(5)

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 \_\_\_\_, 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) \_\_\_\_, or 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. 8(N)(5)  
3-2-21

RESOLUTION NO.      R-168-21

RESOLUTION AUTHORIZING THE DEPARTMENT OF  
TRANSPORTATION AND PUBLIC WORKS TO  
SECURE INDEPENDENT, CERTIFIED REAL PROPERTY  
APPRAISERS TO PERFORM REAL PROPERTY  
APPRAISALS ON AN AS-NEEDED BASIS, IN  
ACCORDANCE WITH ESTABLISHED COUNTY  
APPRAISER SELECTION PROCEDURES, NOT TO EXCEED  
A BLANKET AMOUNT OF \$200,000.00

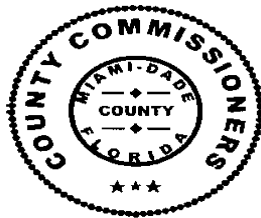
**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board hereby authorizes the Department of Transportation and Public Works to secure independent, certified real property appraisers holding a professional designation of MAI (Member Appraisal Institute) or ASA (Accredited Senior Appraiser, American Society of Appraisers), to perform real property appraisals on an as-needed basis, in accordance with established County appraiser selection procedures, not to exceed a blanket amount of \$200,000.00 and authorizes the Mayor or the Mayor's designee to execute same for and on behalf of Miami-Dade County.

The foregoing resolution was offered by Commissioner **Joe A. Martinez**, who moved its adoption. The motion was seconded by Commissioner **Danielle Cohen Higgins** and upon being put to a vote, the vote was as follows:

|                                       |            |                        |            |
|---------------------------------------|------------|------------------------|------------|
| Jose "Pepe" Diaz, Chairman            | <b>aye</b> |                        |            |
| Oliver G. Gilbert, III, Vice-Chairman | <b>aye</b> |                        |            |
| Sen. René García                      | <b>aye</b> | Keon Hardemon          | <b>aye</b> |
| Sally A. Heyman                       | <b>aye</b> | Danielle Cohen Higgins | <b>aye</b> |
| Eileen Higgins                        | <b>aye</b> | Joe A. Martinez        | <b>aye</b> |
| Kionne L. McGhee                      | <b>aye</b> | Jean Monestime         | <b>aye</b> |
| Raquel A. Regalado                    | <b>aye</b> | Rebeca Sosa            | <b>aye</b> |
| Sen. Javier D. Souto                  | <b>aye</b> |                        |            |

The Chairperson thereupon declared this resolution duly passed and adopted this 2<sup>nd</sup> day of March, 2021. 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

HARVEY RUVIN, CLERK

**Melissa Adames**

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Bruce Libhaber





Department of Transportation and Public Works

[DIVISION]  
ROUTING SLIP

DATE: 8/6/2020

DTPW -2007008

(CIRCULATE IN ORDER)

| ROUTING                                                                  | INITIAL &<br>DATE<br>APPROVED  | INITIAL &<br>DATE<br>RETURNED | COMMENTS                                                         |
|--------------------------------------------------------------------------|--------------------------------|-------------------------------|------------------------------------------------------------------|
| 1. Kevin Warthen, Manager                                                | KW<br>7/13/2020                | KW <u>KW</u><br>7/13/2020     |                                                                  |
| 2. Javier Bustamante, Chief                                              | JB 7/28/20                     | JB 7/28/20                    |                                                                  |
| 3. Elia Nuñez, Assistant Director                                        | EN 8/6/20                      | EN 8/6/20                     |                                                                  |
| 4. Olga Garcia, Budget Manager, DTPW Budget                              | OG 8/6/20                      |                               |                                                                  |
| 5. Patricia Prochnicki, Chief, Budget & Performance Reporting            | <u>[Signature]</u> 8/6/2020    |                               |                                                                  |
| 6. Robert Villar, Assistant Director DTPW Finance                        | <u>[Signature]</u> Aug 7, 2020 | Aug 7, 2020                   |                                                                  |
| 7. Loreta M. Sanchez, Executive Assistant to the Director                | <u>[Signature]</u><br>LS       |                               | Memo was revised as requested to reflect the correct chairperson |
| 8. Alberto Parjus, Deputy Director Finance and Administration            | <u>[Signature]</u><br>AP       |                               |                                                                  |
| 9. Frank Guyamier, P.E., Deputy Director Planning Design and Engineering | <u>[Signature]</u><br>FG       |                               |                                                                  |
| 10. Kelly Castellar, Budget Analyst, OMB                                 | <u>[Signature]</u><br>KC       | <u>[Signature]</u><br>ag      |                                                                  |
| 11. Bruce Libhaber, Assistant County Attorney*                           | <u>[Signature]</u><br>BL       |                               |                                                                  |
| 12. Loreta M. Sanchez, Executive Assistant to the Director               |                                |                               |                                                                  |
| 13. Alice N. Bravo, P.E., Director DTPW                                  | <u>[Signature]</u><br>Anb      |                               |                                                                  |
| 14. <del>Jennifer Moon, Deputy Mayor</del><br><u>Jimmy Morales</u>       | <u>[Signature]</u> 1/12/21     |                               |                                                                  |

\*(if item is revised after review by the CAO, the CAO may need to provide another review)

**Subject: Resolution Authorizing the Department of Transportation & Public Works to Secure Independent, Certified Real Property Appraisers to Perform Real Property Appraisals on an As-Needed Basis, not to exceed a Blanket Amount of \$200,000.00**

**File: Hard Copy**

**Notes: PLEASE RETURN TO LORETA SANCHEZ FOR FURTHER PROCESSING.**  
**FOR QUESTIONS PLEASE CALL 786-469-5559 or 786-747-8031.**