

People and Internal Operations Department (PIOD) Rates

Risk Management

PIOD Insurance Rates and Allocations (several accounts):

Operating insurance coverage, including workers' compensation (5011150000), general liability (5232100000), auto liability (5260650000), sheriff professional (5232300000) and property insurance (5234100000) are provided through the PIOD. Departments that purchase insurance or participate in self-insurance programs will receive individual estimated costs for Fiscal Year (FY) 2026-27.

The total allocation amount is based upon historical claim activities, operational exposures and anticipated future liabilities. In the FY 2026-27 budget, allocations to specific departments/agencies will be based on an established underwriting methodology. This underwriting methodology is exposure-based, and uses a weighted system set on solid underwriting principles. The allocation underwriting based exposures are as follows:

- Workers' compensation based on payroll, and Long-Term Liability Fund Reserve¹
- General liability based on Board of County Commissioner's (BCC) approved FY 2025-26 operating budget²
- Auto liability based on vehicle count, modified by type of equipment^{2,3}

¹ Due to recommendations from the County's external auditors, actuaries retained by the County and the external auditor; the County will be establishing a special fund reserve to reduce the workers' compensation long-term debt.

Please note: The Workers' Compensation allocations will be based on the Countywide underwriting formula.

² Water and Sewer, Transportation and Public Works (Transit Portion), Housing and Community Development, and Aviation Departments will be charged on actual cost, and the administrative charge of 1.5 percent will be charged based on current year liability expenses and 5 percent for municipalities.

³ Vehicles are defined as equipment that traverse roadways and are subject to registration (tag) with the Florida Department of Transportation (FDOT).

For budget preparation, departments/agencies may wish to internally distribute the allocations for Workers' Compensation and General Liability on a budgeted position basis and the Auto Liability on a per vehicle basis. The PIOD's Risk Management Division, in conjunction with the Office of Management and Budget (OMB) can, at the department's request, conduct informational meetings to explain the underwriting methodology in use.

The allocation for Sheriff Professional Liability for FY 2026-27, will be as follows:

Professional Liability Insurance Rates			
Account	Service	Rate	Department
5232300000	Sheriff Professional Liability	\$1,775,679	Sheriff's Office
5232300000	Sheriff Professional Liability	\$1,224,321	Miami-Dade Corrections and Rehabilitation Department

Rental vehicles:

The County has a countywide vehicle rental program available to all departments/agencies. Departments/agencies need to budget for rental vehicle insurance costs based on monthly anticipated usage at a rate of **\$50.16** per month per vehicle. Please note that this rate is subject to change, and PIOD will advise if needed.

Budgeted Allocation for Workers' Compensation, General Liability and Auto Liability:

DEPARTMENT	Worker's Compensation FY 2026-27	General Liability FY 2026-27	Auto Liability FY 2026-27
ADMINISTRATIVE OFFICE OF THE COURTS	\$450,910	\$10,570	\$1,806
ANIMAL SERVICES	\$623,977	\$16,549	\$34,941
AVIATION	\$3,535,044	-	-
BOARD OF COUNTY COMMISSIONERS	\$721,035	\$9,404	\$20,856
* CLERK OF THE COURTS and COMPTROLLER	\$1,792,167	\$36,777	\$7,223
COMMISSION ON ETHICS & PUBLIC TRUST	\$58,867	\$704	-
COMMUNICATIONS, INFORMATION AND TECHNOLOGY	\$3,155,197	\$83,209	\$54,984
COMMUNITY SERVICES DEPARTMENT	\$1,425,132	\$70,820	\$49,838
CORRECTIONS & REHABILITATION	\$10,735,526	\$442,790	\$150,312
COUNTY ATTORNEY'S OFFICE	\$806,829	\$8,836	-
CULTURAL AFFAIRS	\$285,830	\$11,838	\$3,160
DTPW - PUBLIC WORKS	\$627,935	\$206,528	\$260,702
DTPW - TRANSIT	\$10,547,515	-	-
EMERGENCY MANAGEMENT	\$103,754	\$3,624	\$7,133
ENVIROMENTAL RESOURCES MANAGEMENT	\$627,607	\$22,812	-
FIRE RESCUE	\$17,178,744	\$408,138	\$550,522
HOMELESS TRUST	\$70,973	\$29,640	-
HOUSING & COMM. DEV.	\$950,671	-	-
INSPECTOR GENERAL	\$152,646	\$2,658	-
INTERNAL COMPLIANCE	\$400,968	\$5,802	-
LAW LIBRARY	\$6,182	\$287	-
LEGAL AID	\$137,262	\$2,445	-
LIBRARY	\$976,803	\$35,244	\$18,870
MANAGEMENT & BUDGET	\$528,910	\$12,286	-
MEDICAL EXAMINER	\$282,579	\$6,412	\$3,611
MIAMI-DADE ECONOMIC ADVOCACY TRUST	\$70,598	\$7,401	-
* MIAMI-DADE SHERIFF'S OFFICE	\$21,468,578	\$749,735	\$4,510,961
OFFICE of the CITIZENS' INDEPENDENT TRANSPORTATION TRUST	\$41,820	\$1,328	-
OFFICE OF THE MAYOR	\$136,911	\$1,753	-
PARKS, RECREATION & OPEN SPACES	\$2,964,263	\$278,787	\$403,400
PEOPLE AND INTERNAL OPERATIONS	\$2,036,590	\$183,526	\$294,966
* PROPERTY APPRAISER	\$885,388	\$16,890	\$14,747
PUBLIC DEFENDER	-	\$914	\$1,354
REGULATORY AND ECONOMIC RESOURCES	\$2,361,855	\$38,088	\$212,354
SEAPORT	\$847,924	\$104,176	\$65,006
SOLID WASTE MANAGEMENT	\$2,922,540	\$140,347	\$771,408
STATE AND COUNTY HEALTH	-	-	\$22,120
STATE ATTORNEY'S OFFICE	\$100,433	\$3,037	\$25,732
STRATEGIC PROCUREMENT	\$435,295	\$6,439	-
* SUPERVISOR OF ELECTIONS	\$501,093	\$17,897	\$6,320
* TAX COLLECTOR	\$1,215,328	\$20,380	\$7,674
TRANSPORTATION PLANNING ORGANIZATION	\$78,442	\$1,930	-
WATER AND SEWER	\$7,749,881	-	-
(*) Constitutional Office			
Total:	\$ 100,000,000	\$ 3,000,000	\$ 7,500,000

Property Insurance:

Departments owning property will be charged their proportionate share of Property Insurance coverage. The amount of Property Insurance billed to each Department will be based on the percentage value of the Department times the total cost of the insurance for all properties insured. The total cost of insurance is determined by the market in April of each year. Departments will receive a detailed breakdown of the premium from the Property and Casualty Manager after April 2026.

Any question or concern related to departmental allocations, should be directed to Baunie J. McConnell, Division Director of Risk Management, PIOD at 305-375-4281.

Fleet Management

Fleet Operating and Vehicle Replacement Charges**Fleet Operational Charges (several accounts):**

Fleet operations charges are broken down between heavy (trucks and one-ton pickups) and light (cars, vans, and up to ¾ ton pickups) equipment. Departments can access their monthly Fleet charges summarized by expense category through the PIOD Fleet Management Reporting Portal at:

<https://ssrs2019.miamidade.gov/Reports/browse/SSRS%20Intranet/ISD/Reports/ISD%20Customer%20Reports/Miami%20Dade%20County%20ISD%20Fleet%20Reporting%20Portal/Fleet%20Focus%20M5>

Rates: Proposed operational fleet rates are shown in the table below. Total charges to departments will vary according to vehicle service needs as shown on the following tables.

Important:

Please note that operational rates are determined during the budget development cycle. Final rates will be published on the PIOD Fleet Management website once the FY 2026-27 budget is adopted.

Miami-Dade County
PIOD Fleet Management Division
FY 2026-27

Proposed Operational Rate Structure (10/31/25)

	Heavy Equipment		Light Equipment	
Labor	\$102/hr.		\$91/hr.	
Commercial Repairs	Cost + 20% markup over invoice		Cost + 25% markup over invoice	
Parts	Cost + 20% markup over invoice		Cost + 25% markup over invoice	
• Note: Work performed on Overtime and on County Observed Holidays will be billed based on the Collective Bargaining Agreement rate of 1.5 and 2 time multiplier respectively. The rate is inclusive of a \$5 per labor hour surcharge to fund shop building capital program.				
<u>Other Fleet Charges</u>				
Fueling	<u>Fuel-County Agencies:</u> Cost + \$0.20 surcharge per gallon (to cover mandated environmental/fueling projects) <u>Fuel-External Agencies:</u> Cost + Applicable State Tax + \$0.20 surcharge per gallon (to cover mandated environmental/fueling projects) <u>Fuel card replacement fee:</u> \$20 <i>*External Agencies are responsible for filing fuel tax reimbursement claim.</i>			
Pool/Loaner Vehicles	\$0.55 per mile (inclusive of repairs, fuel and Sunpass tolls) plus the following daily rate to recover vehicle replacement capital costs:			
		1/2 Day (Up to 5 hrs.)	Full Day (Over 5hrs.)	
	Sedans	\$10.85	\$21.70	
	Vans	\$13.45	\$26.90	
	SUVs	\$13.45	\$26.90	
	Pick-up Trucks	\$16.70	\$33.40	
	Medium and Heavy-Duty (Class 4)	\$16.70	\$33.40	
	• Note: For vehicles kept overnight, pool vehicles are charged 10 hours max per day, Monday – Friday. There is no charge for weekends.			
Mobile Electric Vehicle Solar Charger	\$36/day			
Light Equipment Fixed Repair Charges	<u>Repair Description</u>	<u>Fixed Price</u>	<u>Repair Description</u>	<u>Fixed Price</u>
	A PM Light Equipment	\$60.00	No Vehicle Pickup (1 Week)	\$50.00
	B PM Light Equipment	\$206.10	No Vehicle Pickup (2+ Weeks)	\$100.00
	C PM Light Equipment	\$293.00	Two Wheel Alignment	\$98.00
	PM Overdue (500 – 750 Miles)	\$50.00	Four Wheel Alignment	\$109.00
	PM Overdue (+ 750 Miles)	\$100.00		
Vehicle Preparation & Disposal Charges	<u>Preparation Chgs.</u>		<u>Disposal Chgs.</u>	
	EV Marked Vehicles	\$604.00	Light Vehicles w/Standard Decals	\$226.50
	EV Unmarked Vehicles	\$582.50	Light Vehicles w/Type 2 Decals	\$253.80
	General Fleet Vehicle	\$1,214.81	Heavy Vehicles w/ Standard Decals	\$174.00
	Unmarked Vehicle	\$1,187.16	Heavy Vehicles w/Type 2 Decals	\$201.30
	Police Patrol Sedan	\$1,470.06	Unmarked Vehicles	\$127.40
	Police Patrol SUV	\$1,496.31	Police & Corrections Marked Sedans	\$444.50
	Police Motorcycle	\$566.00	Police & Corrections Marked SUV	\$582.00
			Police Motorcycle	\$244.70
	Storage fee: Upon notification that vehicle(s) are ready for pick-up, a one-week (7 calendar days) grace period will apply. After this period, a storage fee of \$5 per day (excluding weekends) will be charged until the vehicle is picked up.			

Fleet Management charges for its services using the account codes shown in the table below. Departments should review their FY 2024-25 expenditures in these accounts, as well as the budgeted amounts for FY 2025-26 to use as a guide in preparation for the FY 2026-27 budget.

Fleet Management Services Account Codes		
Description	Account Codes	
	Light	Heavy
Operating Charges:		
Fuel	5260600000	5260700000
Pool Vehicle Mileage	5260620000	N/A
Labor	5260660000	5260720000
Fluids/Parts	5260630000	5260730000
Commercial Repairs	5260640000	5260740000
Accident, Abuse, Modification	5260680000	5260680000
Vehicle Trust Fund Charges:		
Pool Vehicle Hourly Charges	5260770000	N/A
Preparation for Vehicle Disposal	5260780000	5260780000
Preparation for New Vehicle	5260790000	5260790000

Important:
The following chart details actual operational fleet charges for FY 2024-25 and are being provided only as a guide.

FY 24/25 Fleet Expenses by Department	Light Fuel 5260600000	Heavy Fuel 5260700000	Pool Vehicle Mileage 5260620000	Pool Vehicle Time 5260770000	FM LT EQ Labor 5260660000	FM LT EQ Parts 5260630000	FM LT EQ Comm Sub 5260640000	FM Hvy EQ Labor 5260720000	FM Hvy EQ Parts 5260730000	FM Hvy EQ Comm Sub 5260740000	AC/AB/MOD 5260680000	Total
ANIMAL SERVICES DEPARTMENT	\$131,116	\$8,724	\$8,109	\$7,087	\$90,568	\$75,152	\$133,001	\$14,062	\$9,412	\$4,967	\$15,640	\$497,837
ADMINISTRATIVE OFFICE OF THE COURTS	\$2,675		\$4,880	\$2,670	\$1,631	\$1,125	\$628					\$13,608
AVIATION DEPARTMENT	\$605,203	\$155,019	\$24	\$38	\$4,610	\$3,366	\$29,149	\$1,829	\$5,559	\$94		\$804,891
COMMUNICATIONS	\$1,676		\$2,318	\$5,159	\$1,577	\$976	\$383					\$12,088
COMMUNITY ACTION & HUMAN SERVICES	\$56,530	\$93,800	\$75,293	\$60,743	\$21,185	\$10,722	\$18,445	\$160,738	\$75,845	\$94,218	\$15,881	\$683,400
CORRECTIONS & REHABILITATION	\$338,240	\$86,363	\$28,052	\$40,071	\$226,580	\$142,647	\$245,434	\$114,354	\$97,960	\$140,232	\$140,895	\$1,600,830
COUNTY COMMISSION	\$27,967		\$8,436	\$14,051	\$14,203	\$16,904	\$8,617					\$90,179
CULTURAL AFFAIRS	\$6,238		\$987	\$1,045	\$3,549	\$2,923	\$1,343					\$16,085
DEPT OF TRANSPORTATION & PUBLIC WORKS	\$414,961	\$768,345	\$59,371	\$69,455	\$358,183	\$235,249	\$332,996	\$1,427,761	\$1,405,319	\$719,125	\$315,286	\$6,106,051
ELECTIONS	\$28,184	\$1,251	\$845	\$1,045	\$4,052	\$2,824	\$1,002	\$1,894	\$1,182	\$42	\$13,071	\$55,392
FIRE DEPARTMENT	\$401,261	\$736,019	\$4,683	\$6,318	\$368,931	\$262,792	\$434,404	\$124,167	\$87,319	\$279,806	\$222,341	\$2,928,042
HOMELESS TRUST			\$893	\$646								\$1,539
HUMAN RESOURCES			\$378	\$190								\$568
INFORMATION TECHNOLOGY DEPARTMENT	\$74,475	\$922	\$17,235	\$19,665	\$62,224	\$43,083	\$47,396	\$3,367	\$3,352	\$1,079	\$10,294	\$283,092
JUVENILE ASSESSMENT CENTER (JAC)	\$762		\$26,512	\$11,875	\$889	\$936	\$127					\$41,100
LIBRARY	\$45,722	\$62,993	\$18,534	\$14,915	\$21,390	\$14,802	\$24,445	\$57,294	\$40,792	\$67,125	\$55,556	\$423,570
MANAGEMENT AND BUDGET			\$3,053	\$1,767								\$4,820
MEDICAL EXAMINER	\$15,184		\$3,900	\$5,681	\$7,988	\$5,235	\$14,000					\$51,988
METRO-DADE POLICE DEPARTMENT	\$8,537,380	\$143,800	\$1,390	\$4,465	\$4,098,803	\$3,689,247	\$3,549,522	\$224,198	\$168,993	\$284,154	\$1,546,056	\$22,248,007
MIAMI-DADE ECONOMIC ADVOCACY TRUST			\$5,266	\$6,137								\$11,403
OFFICE OF EMERGENCY MANAGEMENT	\$1,776	\$107	\$18,301	\$5,555	\$4,291	\$2,109	\$6,467	\$777	\$1,914	\$0		\$41,297
OFFICE OF THE MAYOR			\$19,130	\$19,766								\$38,895
PARKS, RECREATION AND OPEN SPACES	\$794,038	\$334,230	\$19,596	\$22,705	\$341,681	\$242,858	\$354,717	\$174,885	\$149,809	\$54,733	\$195,725	\$2,684,978
PEOPLE AND INTERNAL OPERATIONS DEPARTMENT	\$189,790	\$18,466	\$36,146	\$26,030	\$104,281	\$69,499	\$34,493	\$29,395	\$22,397	\$4,649	\$19,917	\$555,062
PROPERTY APPRAISER	\$9,386		\$34,163	\$27,636	\$7,928	\$5,885	\$4,003					\$89,000
PUBLIC DEFENDER	\$91				\$1,357	\$440	\$388					\$2,275
PUBLIC HOUSING AND COMMUNITY DEV	\$174,200	\$2,400	\$19,040	\$21,451	\$103,720	\$64,909	\$158,954	\$14,402	\$7,436	\$18,631		\$585,144
REGULATORY & ECONOMIC RESOURCES	\$302,838		\$8,894	\$5,274	\$265,038	\$170,646	\$181,409	\$378	\$1,241	\$894	\$84,849	\$1,021,461
SEAPORT	\$158,913	\$14,160	\$16,789	\$27,126	\$90,626	\$54,886	\$68,448	\$67,533	\$42,117	\$9,860	\$16,702	\$567,160
SOLID WASTE MANAGEMENT	\$479,935	\$6,223,590	\$26,949	\$12,417	\$352,332	\$280,248	\$232,765	\$10,977,504	\$15,831,023	\$4,900,868	\$381,233	\$39,698,864
STATE ATTORNEY OFFICE	\$77,170	\$538			\$60,490	\$29,496	\$33,689	\$1,442	\$202		\$13,634	\$216,660
STRATEGIC PROCUREMENT			\$2,587	\$1,178	\$41	\$527						\$4,333
WATER AND SEWER DEPARTMENT	\$1,311,958	\$2,901,130	\$35,043	\$45,163	\$713,280	\$545,349	\$629,021	\$60,281	\$103,697	\$36,697		\$6,381,618
Grand Total	\$14,187,670	\$11,551,858	\$506,796	\$487,320	\$7,331,425	\$5,974,834	\$6,545,246	\$13,456,263	\$18,055,571	\$6,617,173	\$3,047,080	\$87,761,235

Fuel Costs:

The below table denotes the actual fuel usage by department in FY 2024-25. The following is the updated cost per gallon to be used in your budget development process.

Rates: Unleaded (E10): \$2.62 per gallon
 Diesel (B5): \$2.91 per gallon

Department	FY 24/25 Diesel Gallons	FY 24/25 Unleaded Gallons	Grand Total Gallons
ADMINISTRATIVE OFFICE OF THE COURTS		1,003	1,003
ANIMAL SERVICES	6,121	44,134	50,255
AVIATION	36,858	237,572	274,430
CLERK OF COURTS		4,240	4,240
COMMUNICATIONS AND CUSTOMER EXPERIENCE		631	631
COMMUNITY ACTION AND HUMAN SERVICES	9,980	31,602	41,582
CORRECTIONS AND REHABILITATION	21,252	115,451	136,702
COUNTY COMMISSION		9,326	9,326
CULTURAL AFFAIRS		2,292	2,292
ELECTIONS	425	1,757	2,182
FIRE RESCUE	198,108	197,238	395,346
INFORMATION TECHNOLOGY	261	27,934	28,195
JUVENILE SERVICES		284	284
LIBRARY	21,341	17,099	38,440
MEDICAL EXAMINER		5,696	5,696
MIAMI-DADE POLICE	13,555	3,131,268	3,144,823
OFFICE OF EMERGENCY MANAGEMENT		711	711
PARKS, RECREATION AND OPEN SPACES	89,225	256,395	345,620
PEOPLE AND INTERNAL OPERATIONS	3,065	71,027	74,092
PROPERTY APPRAISER		3,525	3,525
PUBLIC DEFENDER		33	33
PUBLIC HOUSING AND COMMUNITY DEVELOPMENT	805	58,826	59,631
REGULATORY AND ECONOMIC RESOURCES		113,723	113,723
SEAPORT	1,406	51,037	52,443
SOLID WASTE COLLECTION	1,488,561	123,497	1,612,058
SOLID WASTE DISPOSAL	596,408	40,010	636,418
SOLID WASTE PUBLIC WORKS		35,177	35,177
TRANSPORTATION AND PUBLIC WORKS	210,260	202,763	413,023
WATER AND SEWER	683,509	697,376	1,380,885
GRAND TOTAL	3,381,141	5,481,623	8,862,763

Strategic Fleet Replacement Program:

A structured and strategic vehicle replacement program has been developed to replace County vehicles in the most cost-effective way available. In consultation with the OMB, as part of the budget development process, departments will determine if future vehicle purchases will be based on budgeted funds (cash or grants) purchase or capital financing. All vehicle purchase proposals by County Departments must be submitted as part of the budget submission via the updated "Vehicle Request Form" which can be downloaded via the following link:

<http://intra.miamidade.gov/internalservices/vehicle-purchase.asp>

Any questions or concerns, regarding vehicle replacement, should be directed to Fernando Robreno, Fleet Contracts & Procurement Manager, PIOD Fleet Management Division at 786-469-2744.

Business Services

Mail Services (account 5260510000):

U.S. mail will be charged bi-weekly and invoiced in the Billing module in INFORMS. Requested non-scheduled deliveries will be charged for actual personnel and vehicle operation costs of service.

Rate: U.S. Mail cost is \$0.73 per normal First-Class piece, billed twice per month, and an additional administration fee of 30% per piece. *

***The postage price may be adjusted during the fiscal year should the U.S. Postal Service (USPS) change its rates.**

Graphics and Copy Service (account 5260500000):

All presswork, typesetting, and graphic design services are individually priced based on actual job costs.

Service Description	Unit / Basis	PIOD Rates
Black & White Digital Output (8.5 × 11)	Per page	\$0.19
Color Digital Output (8.5 × 11)	Per page	\$0.45
Large Format Printing (12 × 18)	Per page	\$1.00
High-Volume Discount (10k + pages)	Per page	10% discount from overall job cost (pricing will be quoted)
Finishing (fold, staple, trim)	Per individual set	\$0.04
Data Cleansing / Address Verification (CASS/NCOA)	Per 1,000 records	\$18.00/1k records
Variable Data Setup & File Conversion	Per Job (flat)	\$85.00 flat
Typesetting	Per hour	\$75.00/hr.

Print Projects:

Ad hoc, custom, and/or unique print projects are individually priced prior to print production as rates vary and must include labor, materials, and special finishing cost.

Service Description	Unit / Basis	PIOD Rate
Offset Press Setup (Heidelberg)	Per job (flat)	\$95.00 flat
Offset Printing (1-Color)	Per hour	\$125/hr.
Offset Printing (2-Color)	Per hour	\$150/hr.
Offset Printing (4-Color Process)	Per hour	\$200/hr.
Platemaking / Imaging	Per plate	\$20.00
Ink Wash-Up / Changeover	Per occurrence	\$35.00
Cutting / Trimming	Per hour	\$70/hr.
Folding / Scoring	Per hour	\$65/hr.
Bindery / Assembly (Manual)	Per hour	\$55/hr.

Administrative & External Service Markup:

Markups recover indirect costs associated with vendor coordination, quality control, overtime and reprioritization costs, and off-schedule operations.

Description	Rate / Fee
Administrative Fee on Outside Services / Purchases	30%
Rush Job Fee (Same-Day / 24-Hr Turnaround)	20% premium mark-up from cost
After-Hours Labor (Weekends / Holidays)	1.5× standard hourly rate

Supplies (account 5470110000):

Stability in general merchandise pricing is expected to continue. Order request will continue to be charged with an 11% mark-up for stocked items, and 20% mark-up for special order (non-stocked) items to support the operational cost of the unit.

Rates: Departments are advised to budget consistent with current spending levels

Moving Crew and Surplus Disposal:

Service includes one moving truck, a two-man crew, standard equipment, and supervision necessary to perform most moving needs.

Rates: \$150 per hour with a three hour move minimum requirement. The Overtime rate is \$225, and the Holiday rate is \$300 per hour (with a three-hour minimum move requirement).

If additional staff support is needed beyond the two-man crew, the below labor rates for overtime and holiday rate will apply. PIOD will advise Departments if more than two-man crew are needed for the move and the following additional rate(s) per hour per labor staff will apply.

Inventory & Supply Specialist (per labor staff)	\$60.00 per hour
PIOD Surplus Property Supervisor (per labor staff)	\$70.00 per hour
PIOD Supply Supervisor (per labor staff)	\$70.00 per hour

Non-Marketable Items:

Items that are broken, inoperable or otherwise deemed unsellable will be disposed of or recycled by the Business Services Division, unless it is previously rejected/returned to the originating department/agency at the time of delivery or pick up. The Business Services Division will communicate to all departments that any fees associated with the disposal or destruction of non-marketable items will be charged to the respective departments based on the dumping fees assessed.

Asset Management Fee:

Departments are assessed an asset management fee based on the number of capital assets assigned to each department at the time the annual inventory process is initiated.

Rate: \$8.00 per asset in Fixed Assets System

Auction Services:

PIOD provides auction services of disposition of surplus assets on behalf of County departments and various municipalities. Thirty percent (30%) of the final sale price of auctioned items is retained by PIOD for management and oversight of our auctions, and seventy percent (70%) of the final sale price is returned to the originating department or municipality upon completion of the auction.

Vehicle Tag and Title Registration:

People and Internal Operations Department (PIOD) Tags & Titles Fee Schedule



Internal and External Departments

Dade County Tag Agency				
Transaction Type	Condition	State Fee	PIOD Administrative Fee	Total
Title (vehicle/vessel/motorcycle)	New	\$78.25	N/A	\$78.25
Late fee if MSO is dated over 30 days from application date		\$20.00	N/A	\$20.00
Tag (vehicle)	New	\$39.30	\$40.00	\$79.30
Tag (motorcycle)	New	\$42.80	\$40.00	\$82.80
OHV decal (ATV's)	New	\$50.25	\$40.00	\$90.25
* All motor-vehicles require Title & Tag at the same time.				
Tag	Replacement	\$33.10	\$25.00	\$58.10
Private Tag Agency				
Transaction Type	Condition	State Fee	PIOD Administrative Fee	Total
Tag & Title Application	New	\$163.64	\$40.00	\$203.64
Late fee if MSO is dated over 30 days from application date		\$20.00	N/A	\$20.00
Tag Only (if title is not required)	New	\$52.33	\$40.00	\$92.33
* All motor-vehicles require Title & Tag at the same time.				
Tag	Replacement	\$46.13	\$25.00	\$71.13
Vessel decals	Renewal	\$9.34	\$25.00	\$34.34
Certificate of Destruction (Salvage Title)	Other	\$21.91	\$25.00	\$46.91
If vehicle is accepted at "New Car Get Ready" and the Private Tag Agency is used. A \$44.09 extra fee per vehicle is paid for by the Department that requests for the vehicle(s) to be taken to the Private Tag Agency.				
* PIOD Admin Fee remains at only \$40.00 if Title & Tag are applied for at the same time.				

Note: Fees associated with tags and title registrations are subject to change based on the charged rate by the state and private tag agencies. PIOD will adjust its chargeback fees based on all current state and tag agency rates.

Office of Real Estate and Development

Real Estate Services

Real Estate Services fees identified herein are intended to reflect reimbursement for professional services offered by PIOD, and do not include expenses such as third-party consultants and advisors, appraisals, application fees or filing fees, which will be passed through to the client department at cost.

Lease Management Services (account 5255110000):

Lease management services are provided to all County departments that lease space. Services include locating space, negotiating, and preparing lease contracts, processing contracts for BCC approval, overseeing design, construction of lease buildouts in collaboration with the client departments, as applicable, and processing the monthly lease payments.

Rate: Fee for services is five (5) percent of annual lease payments. Where no lease payments or nominal lease payments are involved, departments will be charged five (5) percent of the market rate for space in the property's location.

Real Property Disposition Services:

The disposition process for County real property requires coordinating Implementing Order (IO) 8-4 activities in collaboration with administration, departmental/client stakeholders, an assessment of future need for the real property by County agencies, processing requests including surplus of property to the Board, administering the appraisal and competitive bidding processes, and conducting contract closings.

Rate: Fee for services is based on the greatest of ten (10) percent of the sale price or \$5,000. For example, if a property is sold for \$50,000 or less, the service fee charged will be \$5,000. If the property is sold/conveyed for nominal value or sold through a land exchange, departments will be charged at 10 percent of the property's assessed Market Value as set forth herein. If a project is cancelled prior to closing, the fee shall be billed at 60 percent of the total anticipated project fee. PIOD may issue interim invoices for professional services against the anticipated total project fee, at its discretion, for those projects which have extended beyond 12 months.

Real property transferred from PIOD to other County agencies will be charged a processing fee equal to ten (10) percent of the property's assessed Market Value as set forth herein, capped at \$5,000, but not less than \$1,000.

Real Property Acquisition Services:

The acquisition of real property and facilities for County departments includes project management and closing for acquisitions including establishing and implementing a strategic project path to achieve the project goals, identifying and analyzing potential County and non-County sites, supporting the client in its site planning activities, coordination of due diligence including securing of appraisals, surveys, title and environmental reports, coordination with RER for a governmental facilities hearing parallel to the Board item approving the acquisition, providing high-level financial analysis and advisory for negotiation purposes, negotiating and preparing contracts, supporting the client in taking an item to the Board, and closing activities.

Rate: Fee for services shall be the greater of 5 percent of the purchase price or a flat rate of \$5,000, due at closing. If a project is cancelled prior to closing, the fee shall be billed at 60 percent of the total anticipated project fee. PIOD may issue interim invoices for professional services against the anticipated total project fee, at its discretion, for those projects which have extended beyond 12 months.

Real Estate Development, Joint Development and Public-Private Partnerships (P3's):

Development projects are those real estate activities which the County acquires or retains an interest in either the land or real estate improvements including, but not limited to, new construction and redevelopment in partnership with other public/private entities.

The development of real property includes setting a strategic project path to achieve project goals, identifying and analyzing potential County and non-County sites, supporting the client in its site planning activities, coordination of due diligence including securing necessary appraisals, surveys, title and environmental reports, coordination with RER on land use and zoning matters, providing high-level financial analysis and advisory for negotiation purposes, negotiating, preparing contracts, and coordination of closing. For P3's, the services will also include support in the scope of work for procuring financial, real estate, or development consultants, and supporting the client in the management of such contracts.

Rate: For development projects employing a long-term ground lease transaction, the fee for services is based on the greater of 5 percent per year of annual ground lease payments including all participation rent, or a flat rate of \$2,000 per year.

For acquisition or disposition projects, the fee for services shall be the greater of 5 percent of the purchase or disposition price for the real estate interest(s) or a flat rate of \$10,000.

If a project is cancelled prior to closing, the fee shall be billed at 60 percent of the total. PIOD may issue interim invoices for professional services against the anticipated total fee, at its discretion, for those projects which have extended beyond 12 months.

Other Real Estate Services:

The Real Estate Development Division is also responsible for many other miscellaneous real estate functions such as supporting the preparation of easements, permits, and other legal documents, and preliminary due diligence prior to moving forward with an acquisition, disposition, development or lease including, but not limited to strategic planning and advisory, appraisals, title, and environmental. When the Property Action Request (PAR) submitted for services is limited to these preliminary works and/or does not include the actual acquisition, disposition, development, or lease of a property, these services shall be based upon the staff time spent on the project.

Rate: Fee for services is based upon staff time spent and actual expenses incurred by PIOD.

Note: Staff time is based on the hourly rate of the project manager, times a 2.6 multiplier to cover operating and administrative expenses. When the County shares in a real estate brokerage commission paid by an independent party to the transaction, fifty percent of said commission shall be retained by PIOD and deducted from the amount owed to PIOD from the Department.

Market Value Basis for Calculations

When using Market value as a basis for determination of the real estate professional fees, it shall be based upon the Miami-Dade County Property Appraiser (PA) assessed market value for the given year if the property is not subject to a zoning change and is assessed at less than \$1 million. Market value shall be based upon the average of two independent appraisals, to be paid for by the receiving department, for properties intended for a zoning change (at the market value as if rezoned) and/or with a PA value greater than \$1 million.

Facilities Management

Renovation Services

Renovations Services (Trade Shop):

Services requested from PIOD Trade Shops by various departments through work orders and service tickets. The following are the labor and material rates to apply.

TRADE	Labor Rate (Hourly)
ASSISTANT RENOVATIONS MANAGER	\$135.00
CARPENTER	\$90.00
CARPENTER SUPERVISOR	\$100.00
CONSTRUCTION MANAGER 2	\$165.00
EEE TECHNICIAN	\$90.00
ELECTRICIAN	\$90.00
ELECTRICIAN SUPERVISOR	\$100.00
GRAPHICS TECHNICIAN	\$135.00
INTERIOR DESIGN SPECIALIST	\$100.00
LOCKSMITH	\$90.00
MAINTENANCE MECHANIC	\$70.00
MAINTENANCE SUPERVISOR	\$100.00
MAINTENANCE TECHNICIAN	\$70.00
MANAGER PIOD ARCHITECT & ENGINEERING SERVICE	\$165.00
MANAGER PIOD RENOVATION SERVICES	\$135.00
MASON	\$90.00
PERMITS AND DRAFTING SERVICE SPECIALIST	\$100.00
PIOD PROGRAM MANAGEMENT MANAGER	\$165.00
PIOD PROGRAM MANAGEMENT SPECIALIST	\$135.00
PLUMBER	\$90.00
PLUMBER SUPERVISOR	\$100.00
REF/AC MECHANIC	\$90.00
REF/AC MECHANIC SUPERVISOR	\$100.00
SENIOR PROFESSIONAL ENGINEER	\$165.00
SENIOR REGISTERED ARCHITECT	\$165.00
SIGNAGE & DESIGN MANAGER	\$135.00
SPRAY PAINTER / PAINTER	\$90.00
MATERIALS AND CONTRACT INVOICES	10% OVER INVOICE

PIOD Service Tickets/Work Orders:

County departments must use the PIOD Work Order and Service Ticket system through the following PIOD Divisions:

- Renovation Services Section (RSS) for repairs, preventive maintenance requests, renovation, and construction repair work to be performed at PIOD facilities and other County facilities.

Departments are encouraged to determine their needs or request assistance from PIOD with estimating costs for projects that will be initiated during the fiscal year. All initial Service Requests may be made online through the Intranet at <http://intra.miamidade.gov> and click on Online Services – Internal Services - PIOD Work-Order/Service Ticket link.

Billing for all work occurs on a monthly basis. Departments are required to provide the proper chartfield information when submitting tickets to ensure expenses are billed to the correct fund, department, project, activity, and/or grant code. Failure to provide proper chartfield information will result in PIOD charging the chartfields previously confirmed with departments.

Service Tickets (account 5260280000) - up to \$35,000:

Departments should initiate service tickets for work such as interior remodeling, plumbing, electrical and air conditioning repairs and preventive maintenance, carpentry, painting, signage, furniture acquisition, and office redesign. A service ticket should also be used to request preliminary estimates for larger projects and to repair minor damages caused by tropical cyclones such as hurricanes.

***Note:** Fees for services provided are based on staff hours worked and are billed per the Trade Shops Renovations Services established rates (please refer to that section for details).*

Work Orders (account 5260400000):

Work orders are initiated for larger projects, such as major repairs and renovations, office redesigns or relocations, and roof replacements. These projects require OMB approval and are expected to cost more than \$35,000. Departments must secure adequate funding and budget approval before work begins.

***Note:** Project management fees for services provided are billed to the requestor's department code monthly. Program Management and Delivery Services (PMO) charges are based on actual staff time and employee cost, plus distributed overhead costs.*

Capital Projects:

Capital projects are designated by the User Agency and OMB Capital section. PMO Project Management staff provides construction administration and charges are billed to the specific user agency's department codes monthly based on the project's billing model.

Parking Operations

Monthly Parking (account 5313200000):

All County vehicles that park in County facilities will be charged a monthly fee.

Rate: \$65.00 per County vehicle per month. Departments may use the following formula for budgeting expenditures: Number of County vehicles x \$65.00 x 12 months.

Monthly parking rates for non-County vehicles and additional parking-related information may be found at www.miamidade.gov/facilities/parking-facilities.asp

Daily Parking:

Daily parking includes County vehicles and/or downtown visitors with personal vehicles.

Parking validation will be available to customers in the form of eNet validation for all PIOD managed Parking Locations. Departments will be able to purchase eNet validation credits by having an authorized representative provide a credit account via memo, with the chartfield information to the PIOD Parking Manager.

Rate: \$10.00 per validation (sold in increments of 100)

Validation Stickers:

Departments may purchase parking validation stickers for the following non-automated parking locations:

- Civic Center Jury Lot
- Kristi House Lot

Stickers should be attached to the parking ticket and given to cashier.

Tip: Failure to submit a validation sticker to the cashier when payment is due will require payment of the full parking ticket rate.

Late Fees:

Late fees will be applied to monthly patron's failing to pay parking dues in a timely manner.

Monthly parking pass will not be re-issued to any patron that fails to cover these fees along with any past due amount on the account and any other additional fees incurred as a result of nonpayment.

Rate: \$15.00

Access Card Cost:

A parking access card is issued to monthly patrons to park in our parking lots. This does not apply to county employees who use their employee ID for parking access.

Rate: \$15.00 (non-refundable)

Physical Plant

Facility After-Hours Charges:

All tenants that anticipate using PIOD-managed buildings outside of normal operating hours should budget to cover the additional utilities, security, janitorial, and building labor expenses associated with making the building available during such times.

For outside vendors such as Janitorial and Security providing after-hour service, rate will be billed at vendors hourly rate per contract, per individual. **An additional 10% administrative fee will be applied to the total cost of services rendered by the contracted vendor.** PIOD can provide current hourly rates for services required upon request.

Rates: Varies according to Building/Facility

After Hour Charges by Facility	
Building	After-Hour Charge (per hour)
Caleb Center	\$60.00
Central Support Facility	\$60.00
Children's Courthouse	\$60.00
Coordinated Victims Assistance Center	\$55.00
Coral Gables Courthouse	\$60.00
Courthouse Center	\$60.00
Cultural Center	\$60.00
Data Processing Center	\$60.00
Dade County Courthouse	\$60.00
E.R. Graham Building	\$60.00
Elections/311 Building	\$60.00
Hialeah Branch Courthouse	\$60.00
Hickman Building	\$60.00
Integrated Command Facility	\$60.00
Mental Health Diversion	\$60.00
North Dade Justice Center	\$60.00
Overtown Transit Village – North & South	\$65.00
Public Defender Building	\$60.00
Richard E. Gerstein Building	\$70.00
Soto Civil & Probate Courthouse	\$60.00
South Dade Government Center	\$60.00
South Dade Justice Center	\$60.00
Stephen P. Clark Center (Floors 1 -17)	\$145.00
Stephen P. Clark Center (Floors 18-29)	\$160.00
West Dade Government Center	\$60.00
West Dade Permitting & Inspection Center	\$60.00
West Lot Garage Facility	\$60.00

Rent Roll:

Rent roll is based on the rentable square footage allocation within a facility. Rent Roll charges will include common areas utilized by tenant agencies and these charges will be divided amongst the agencies based on total rentable square feet per agency. Included in the rent roll are the following standard services provided during normal business hours at no additional costs for tenants:

- Security Services
- Janitorial Services
- Utilities
- Routine Maintenance and General Operations

Note: Rent Roll schedule will be provided by OMB once the schedule has been approved. Rates vary according to space. PIOD uses the most recent, up-to-date Building Owners and Managers Association (BOMA) measurement standards for establishing rent-roll rates.

Additional or Miscellaneous Services:

Additional services are requested by tenants, through Building Management that are not included in Rent-Roll and customary building management services, such as additional cleaning, additional security, moving of items within the building, labor for special event setups, and other miscellaneous requests.

Facilities Management Labor Rates are as Follows:

- **Maintenance Mechanic** - \$70.00 per hour. Overtime/after-hours charges are charged at time and a half using the hourly labor rate.
- **Security Systems Technician** - \$90.00 per hour. Overtime/after-hours charges are charged at time and a half using the hourly labor rate.
- **Rates For Services That Have Not Been Established** – For any additional services requested by a tenant where the rates have not been established, the rates will be determined and based upon the request and contractual rates, and/or hourly rates of County employees. **An additional 10% administrative fee may apply.**

Pest Management (account 5223400000):

Funding for the program is provided by departments in direct proportion with their pro-rata use of the countywide pest control contract with the Strategic Procurement Department.

Rates: Varies among departments utilizing service

Department	FY 2025-26 Budgeted Amount
Aviation	\$110,000
Community Services	\$6,600
Corrections and Rehabilitation	\$21,200
Cultural Affairs	\$1,000
Fire Rescue	\$12,000
Housing & Community Development	\$4,000
Library	\$6,900
*Miami-Dade Sheriff's Office	\$4,300
Parks, Recreation and Open Spaces	\$24,000
People and Internal Operations	\$52,200
Regulatory and Economic Resources	\$2,700
Seaport	\$4,400
Solid Waste Management	\$6,800
Transportation and Public Works	\$23,600
Water and Sewer	\$38,700

Note: *Constitutional Office

Utilities Section:

Electrical Energy and Water & Sewer (WASD) Utility Management Program Charges:

Each department can retrieve its utility cost projections for the fiscal year through the EnergyCAP interface at <https://login.energycap.com>. Please contact 305-375-1814 for access to the system or to review rate change projections. Departments will need to adjust both budgeted and projected costs based on planned expansions and contractions to their electrical or water and sewer usage. The table below reflects charges to each department for the management of the EnergyCAP program, an automated billing and account management system for utilities, and is based on the number of FPL and WASD accounts per department and associated costs such as personnel, software, vendor support, training, and IT costs.

<u>Department</u>	<u>Total (1)</u>
Animal Services	\$650
Aviation	\$40,674
Communication, Information and Technology	\$179
Community Services	\$8,228
Corrections and Rehabilitation	\$14,319
Cultural Affairs	\$1,428
Fire Rescue	\$9,538
General Govt. Offices	\$435
Housing and Community Development	\$120,900
Library	\$6,194
Management and Budget	\$461
*Miami-Dade Sheriff's Office	\$4,956
Parks, Recreation and Open Spaces	\$73,927
People and Internal Operations	\$28,069
Regulatory and Economic Resources	\$77
Seaport	\$11,898
Solid Waste Management	\$5,195
State Attorney	\$102
*Supervisor of Elections	\$942
*Tax Collector Office	\$435
Transportation and Public Works	\$66,855
Water and Sewer	\$68,760

Note: *Constitutional Office

(1) Departments are encouraged to add a contingency for additional costs such as increasing salaries and licensing fees.

Backup/ Emergency Generator Support:

On-site electric power generators provide auxiliary prime and back-up power to County-owned facilities. Scheduled preventive maintenance is provided in accordance with a Service Agreement for each unit, for a fixed monthly fee. Agreements are available on a weekly, bi-weekly, or monthly basis. Emergency and other unscheduled repairs are charged based on time and materials to include the cost of parts, supplies, vendor cost and other materials to cover administrative, procurement, and delivery costs. Generators serviced by the PIOD's Generator Section are billed based on the service level requested by each department. The standard plan provides for monthly generator Preventive Maintenance (PM) service, the Gold Plan provides bi-weekly PM service, and the Platinum Plan provides for weekly generator PM service.

The table below reflects service level agreements established by department. Equipment added by individual departments during the fiscal year will be billed at the prevailing rate and will increase the total in the table below.

Department	Weekly	Bi-Weekly	Monthly	Total
Animal Services	0	1	0	\$4,472
Communication, Information and Technology	2	0	14	\$46,784
Community Services	0	10	0	\$44,720
Corrections and Rehabilitation	15	0	0	\$134,160
Housing and Community Development	0	16	0	\$71,552
Library	0	0	0	\$0
*Miami-Dade Sheriff's Office	1	0	14	\$37,840
Parks, Recreation and Open Spaces	0	0	13	\$26,832
People and Internal Operations	29	32	12	\$427,248
Solid Waste Management	0	21	0	\$93,912
*Supervisor of Elections	0	3	0	\$13,416
Transportation and Public Works	4	25	3	\$153,768

Note: *Constitutional Office

Rates:

Not covered in SLA

PIOD Service Technician (Regular time): \$96/hour

PIOD Service Technician (Overtime): \$143/hour

Outside contractors (Regular time): Invoice amount plus 10 percent

Outside contractors (Overtime): Invoice amount plus 10 percent

Important:

PIOD is not responsible for refueling generator tanks. This responsibility rests with the owner/operator managing the facility.

Security Operations

Security Services:

Office of Security Management (OSM) include calls for maintenance repairs on security systems, security alarm systems, installation of security systems, security alarm monitoring, elevator entrapment monitoring, security surveys and consultations, investigations and administration of the security guard contracts.

Rates: Varies according to service

Security Service Charges	
Service	Charge
Administration of service calls for maintenance and repair on alarms, closed circuit television, and other security equipment systems installations.	Charges are based on current security contract rates with 20 percent added for administration of services
Project Management for annual City of Miami alarm permit	\$100.00 per permit*
OSM Physical Security Detail – request for OSM staff (armed) to provide overwatch for employee terminations, special hearings and events. A minimum of two personnel is assigned to OSM Security Detail for a minimum of one hour.	\$70 per hour per OSM staff member (includes all administrative fees)
Installation of new security system and equipment	Call for estimate
Security Alarm System Monitoring – non-key response: PIOD notifies facility contact person and/or police upon alarm activation	\$50.00 per month for each numbered account
Security Alarm System Monitoring – key response: PIOD dispatches a Security Supervisor to the alarm and notifies facility contact person and/or police upon alarm activation (Standard connection via phone line).	\$150.00 per month for each numbered account
Radio Security Alarm System Monitoring – key response: same staffing response as above; however, this service includes a radio transmitter installed at the location to provide back-up communication.	\$170.00 per month for each numbered account
Radio Security Alarm System Monitoring – non – key response	\$75.00 per month for each numbered account
<u>Note:</u> Departments requiring service must provide a set of keys or access card to PIOD.	False Alarm fees apply: • 1st – 5th: \$50.00 • 5th: Technician Inspection • 6th: \$75.00 • 7th: \$100.00 • 8th: \$150.00 • 9th: \$200.00 • 10th and above: \$250.00 each
Facility security systems monitoring, e.g., cameras, panic buttons, access cards, etc.	Call for estimates on specific sites

Administration of security guard contracts and on-site supervision.	Ten percent added to invoices. Six percent added to Aviation department invoices. Charges apply to all security guard services as listed below
	Security Inspector costs will be billed and distributed to all departments
Monitoring of elevator phones Security Inspectors provide oversight County-wide ensuring facilities are staffed with properly credentialed and trained security officers, as well as responding to burglar alarms and reports of suspicious activity.	\$25.00 per month per elevator Security Inspector costs, along with vendor Project Manager costs, are billed bi-weekly via journal entry directly to the end users.
Vehicle (patrol car or motorized cart) for security officer. <i><u>Note:</u> charges based on current vendor contracts and are subject to change.</i>	Charges are based on current security contract rates. Call for estimates on specific sites.
Security Guards, armed or unarmed with radios and uniforms/blazers Level 1: Watchman-type guard, unarmed Level 2: Intermediate guard, armed or unarmed Level 3: Specially trained, armed security guard Screener: Trained operator of electronic screening equipment	Charges are based on current security contract rates. Call for estimates on specific sites

****Note: Project management includes City of Miami annual alarm permit activations/renewals, processing delivery and processing of any subsequent false alarm notices which are paid up front by PIOD's Security Management and reimbursed by end user departments.***

ADA Office

Sign Language Interpreters (account 5115020000):

Under certain circumstances, public meetings and County-sponsored events may be required to have sign language interpreters present. Refer to County Procedure No. 579 (ADA Effective Communication) and consult with your departmental ADA Coordinator in order to make this determination.

Rates: Varies depending on hours/day of service

To ensure continuity of services for several contracts that have expired, the Strategic Procurement Department identified and accessed RCA-017-24010018 "Language Interpretation Services" under a Regional Cooperative Agreement. The contract services being absorbed under this access contract are as follows:

- 90121702-20-ACS, On-Demand Remote Interpreting & PI and VRI and Document Translation (expired 5/3/2025)
- FB-01257, Sign Language Interpretation & Translation Services (expired 8/31/2025)
- FB-01560, Onsite Interpretation Services (expiring 1/31/2026)

****Please note that all PIOD final rates will be determined as part of the budget process.***