



CITY OF MIAMI SPRINGS, FLORIDA

Mayor Xavier M. Garcia

Vice Mayor Bob Best
Councilwoman Roslyn Buckner

Councilman Billy Bain
Councilman Jaime Petralanda

Decorum: "Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the City Council, shall be barred from further audience before the City Council by the Mayor, unless permission to continue or again address the City Council is granted by the majority vote of the City Council members present. In accordance with the foregoing, the City Council has determined that racial or ethnic slurs, personal attacks and comments unrelated to City matters or issues constitute prohibited comments from the podium."

CITY COUNCIL REGULAR MEETING AGENDA **Monday, August 10, 2015 – 7:00 p.m.** **City Hall, Council Chambers, 201 Westward Drive**

- 1. Call to Order/Roll Call**
- 2. Invocation:** Mayor Garcia

Salute to the Flag: Audience Participation
- 3. Awards & Presentations:**
 - A) Presentation of Certificate of Sincere Appreciation Plaque to Jerry Balester, Jr. in Recognition of 24 Years of Dedicated Service to the City of Miami Springs
 - B) Presentation of Certificate of Sincere Appreciation Plaque to Harry Mayer in Recognition of 26 Years of Dedicated Service to the City of Miami Springs
 - C) Recognizing the Little Lightning Softball Team
 - D) Presentation by Jose Fuentes, Becker & Poliakoff
- 4. Open Forum:** Persons wishing to speak on items of general city business, please sign the register located on the speaker's stand before the meeting begins.
- 5. Approval of Council Minutes:**
 - A) June 22, 2015 – Regular Meeting
 - B) July 30, 2015 – Special Meeting
- 6. Reports from Boards & Commissions:**
 - A) Board of Adjustment – Approval of Actions Taken at their Meeting of August 4, 2015 Subject to the 10-day Appeal Period
- 7. Public Hearings: None**

8. Consent Agenda: (Funded and/or Budgeted)

A) Approval of City Attorney's Invoice for July 2015 in the Amount of \$12,224.25

B) Recommendation by the Police Department that Council approve an expenditure to Royal Rent-a-car Systems of Florida, the lowest responsible quote of \$17,088.00 for the monthly rental of two vehicles (for a twelve-month period), as these funds qualify for expenditure from the Police Law Enforcement Trust Fund, as funds were approved in the FY 14/15 Budget pursuant to Section 31.11 (C)(2) of the City Code

C) Recommendation by Public Works that Council waive the competitive bid process and approve an expenditure to Atkins, who has been involved with all of our stormwater projects outlined within our master plan since inception in 2001, in an amount to exceed \$6,000.00 for Oakwood and Lee Drive drainage project inspections during construction phase and to prepare the final as-built drawings, as funds are available in the stormwater account pursuant to Section 31.11(E)(6)(g) of the City Code

D) Recommendation by Public Works that Council authorize the issuance of a Purchase Order to Metro Express, utilizing the City of Miami Gardens Bid #14-15-008, in an amount not to exceed \$85,754.00, as funds are available in the stormwater account for the Oakwood and Lee Drive drainage improvement and restoration project to alleviate the flooding area which includes Stafford Park, pursuant to Section 31.11(E)(5) of the City Code

E) Recommendation by the Elderly Services Department that Council award City Bid #04-14/15 to Greater Miami Caterers, Inc., the only responsible bidder, in an amount not to exceed \$167,146.00, for Catering Services for the City of Miami Springs Senior Center's Nutrition Programs for the Elderly as funds are to be approved in the FY 15/16 Budget, pursuant to Section 31.11 (E)(1) of the City Code

F) Recommendation by Finance-Professional Services that Council award City RFP #05-14/15 to First Vehicle Services, the lowest responsible bidder, in an amount not to exceed \$18,262.80 monthly (\$219,153.63 annually), for fleet services maintenance on all citywide vehicles, equipment and machinery, as funds are to be approved in the FY 15/16 Budget, pursuant to Section 31.11 (E)(1) of the City Code

G) Recommendation by Golf that Council authorize the issuance of a Purchase Order to Harrell's, utilizing Miami Dade County contract # 9020-1/19, on an "as needed basis" in the amount of \$4,000.00, for liquid fertilizer as funds were approved in the FY14/15 Budget, pursuant to Section §31.11 (E)(5) of the City Code

9. Old Business:

A) Appointments to Advisory Boards by the Mayor and Council Members

B) Recommendation by Public Works that Council authorize the issuance of a Change order to the previously awarded contract under the City's RFP #03-14/15 to Z Roofing for replacing gypsum around the parapet wall, raising the electrical units and removing and replacing the electrical vents on the City Hall roof, in an amount not to exceed \$8,400.00, coming from the designated fund balance, pursuant to Section §31.11 (E) (1) of the City Code

10. New Business:

A) **Resolution** – A Resolution Of The City Council Of The City Of Miami Springs Providing For The Fourth Budget Amendment To The FY 2014-2015 Budget; By Recording The Expenditure For The Miami Springs Police Department Information Technology Upgrade In The Law Enforcement Trust Fund Of The Special Revenue And Capital Projects Budget; Dividing The Expenditure For A New Backhoe Between The Stormwater Fund Of The General Fund Budget And The Road And Transportation Fund Of The Special Revenue And Capital Projects Budget; Delineating The Expenditures For A Golf Course Awning, City Roof Replacement Project, And Supplemental Funding For Programs For Senior Citizens In The Golf Course Operations, Public Works, And Transfer Funds Of The General Fund Budget; Acknowledging The Expenditures For The Golf Course Awning And Roof Replacement Project From The City's Designated Fund Balance And Recording The Supplemental Expenditure For Senior Citizen Programs In The Senior Center Operations Funds Of The Special Revenue And Capital Projects Fund; Providing Intent; Specifying Compliance With Budgetary Processes And Procedures; Effective Date

B) Recommendation by Recreation that Council approve an expenditure to Superior Park System, Inc. the lowest responsible quote, in an amount not to exceed \$27,332.00, for the repairs and resurface of tennis courts as funds were designated by Council in the designated fund balance for FY 14/15 Budget, pursuant to Section 31.11 (C)(2) of the City Code (*Deferred from June 22, 2015 Council Meeting*)

C) Consideration of approval of similar permitted business use for a request made by Management Resources College at 700 S. Royal Poinciana Boulevard

D) Approval of Signal Outdoor Advertising, LLC Bus Shelter Installation, Advertising, and Maintenance Agreement

E) Recommendation by Staff that Council award City RFP #06-14/15 to Neighborhood Health Partners (NHP), the lowest responsible bidder, in the amount of \$994,610.00, as the City's annual premium for group medical coverage for employees and their dependents based on the number of current employees, with an effective date of October 1st, 2015 to September 30, 2016, as funds are currently being budgeted in the FY 15/16 Budget, pursuant to Section 31.11 (E)(1) of the City Code

F) Optimist Club request for a partial 11 hour Circle closing and waiver of associated Police and Public Works fees for both this fiscal year (Sep 19th) and next fiscal year budget

11. Other Business:

A) FY2014-2015 3rd Quarter Budget Status Report (Unaudited)


12. Reports & Recommendations:

A) City Attorney

B) City Manager

C) City Council

13. Adjourn

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Anyone wishing to obtain a copy of an agenda item may contact the City Clerk at (305) 805-5006, download the complete agenda packet from www.miamisprings-fl.gov or view the materials at City Hall during regular business hours.

Pursuant to Florida Statute 286.0114, the City Council provides the public with a reasonable opportunity to be heard on all matters.

If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. 286.0105), all of which the City does not provide.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.

Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.





City of Miami Springs, Florida
City Council Meeting

Regular Meeting Minutes
Monday, June 22, 2015 7:00 p.m.

Council Chambers at City Hall
201 Westward Drive, Miami Springs, Florida

- 1. Call to Order/Roll Call:** The meeting was called to order by the Mayor at 8:05 p.m.

Present were the following:

Mayor Zavier M. Garcia
Vice Mayor Bob Best
Councilman Billy Bain
Councilwoman Roslyn Buckner
Councilman Jaime A. Petralanda

City Manager Ronald K. Gorland
Assistant City Manager/Finance Director William Alonso
City Attorney Jan K. Seiden
Chief of Police Armando A. Guzman
Deputy City Clerk Elora R. Sakal

- 2. Invocation:** Councilman Petralanda

Salute to the Flag: The audience participated in the Pledge of Allegiance and Salute to the Flag

- 3. Awards & Presentations:**

A) Yard of the Month – July 2015 – 1251 Quail Avenue – Odalys Martin

Ms. Martin was not present to accept the award.

B) Promotion of Sgt. Jimmy E. Deal to the rank of Lieutenant of Police

Chief of Police Armando Guzman presented Sgt. Jimmy Deal with his promotion to the rank of Lieutenant of Police.

Lieutenant Jimmy Deal thanked Chief Guzman, the City Council, and the Administration. He thanked his friends and family.

- 4. Open Forum:**

Elaine Martin of 120 Sunset Way commented that she will be the next event Chair for the Relay for Life of Miami Springs and Virginia Gardens. Being a two time cancer survivor herself, this is a cause that is near and dear to her heart. She thanked Mayor, Council, Administration, the Police Chief and Police Officers, Public Works staff, and the entire

community of Miami Springs and Virginia Gardens for their support at the Relay event a couple of months ago. She also thanked the Curtiss Mansion Inc. for allowing her to hold the luminary ceremony at the Curtiss Mansion. She is committed to keeping the lines of communication open. She is looking for people to join the ranks of their volunteer leadership team. She mentioned a discussion she had with the City Manager in regards to a special fundraiser.

5. Approval of Council Minutes:

A) June 8, 2015 – Regular Meeting

Councilman Bain moved to approve. Councilman Petralanda seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

6. Reports from Boards & Commissions: None at this time.

7. Public Hearings: None.

8. Consent Agenda: (Funded and/or Budgeted)

A) Recommendation by Police Department that Council authorize the issuance of a purchase order to Patterson Pope Space Saver, utilizing Florida State Contract #56121000-15-1, in an amount not to exceed \$13,789.90 for the purchase of a new Evidence Locker System, as funds are available in the FY 14/15 Budget, pursuant to Section 31.11 (E)(5) of the City Code

B) Recommendation by Golf that Council authorize the issuance of a purchase order to Howard's Fertilizer & Chemical, utilizing Town of Davie Bid #B-14-25, on an "as needed basis" in the amount of \$11,000.00, for custom pre-emergent fertilizer blends as funds were approved in the FY 14/15 Budget, pursuant to Section 31.11 (E)(5) of the City Code

C) Recommendation by Golf that Council approve an expenditure to Acushnet, as a sole source provider, on an "as needed basis" in the amount of \$10,000.00, for golf merchandise in our golf shop at the clubhouse as funds were approved in the FY 14/15 Budget, pursuant to Section 31.11 (E)(6)(c) of the City Code

D) Recommendation by Finance that Council approve an expenditure to Woodys West End Tavern in the amount of \$990.00, the lowest of three quotes, for the May 29th Police Appreciation Dinner as funds were approved in the FY 14/15 Budget

Vice Mayor Best moved to approve. Councilwoman Buckner seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

9. Old Business:

A) Appointments to Advisory Boards by the Mayor and Council Members

There were no appointments at this time.

- B) Appointment of five members to the Ad Hoc Art in Public Places Committee for the Aquatic Facility. All Committee members and meetings shall comply with the Sunshine Law.

Councilman Petralanda appointed Waldo Creador to the Ad Hoc Art in Public Places Committee.

Vice Mayor Best appointed former Board member Kathy Fleischman to the Ad Hoc Art in Public Places Committee.

10. New Business:

- A) Approval of proposed letter of intent with Crown Castle for an extension of the existing cell tower lease agreement in Hook Square

Councilwoman Buckner moved to approve. Councilman Petralanda seconded the motion.

City Attorney Seiden this extension basically creates an additional 4 option periods so the actual lease as amended will not expire until 2041. In addition, when the newest of the 4 periods begin, the City will be receiving a one-time 10% additional increase in addition to the 4% annual increase that the City always receives. When the lease extension is signed, the City will be receiving an additional \$15,000.

Councilman Petralanda questioned if it would be better to wait on signing the contract to see if the City can receive a better deal and City Attorney Seiden replied that it can be negotiated but that this was a good deal.

The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

- B) Approval of the Second Amended and Restated Interlocal Agreement for County Solid Waste Management System between Miami-Dade County and Miami Springs

Councilman Bain moved to approve. Councilman Petralanda seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

- C) Recommendation by Recreation that Council approve an expenditure to Superior Park System, Inc. the lowest responsible quote, in an amount not to exceed \$27,332.00, for the repairs and resurface of tennis courts as funds were designated by Council in the designated fund balance for FY 14/15 Budget, pursuant to Section 31.11 (C)(2) of the City Code

Councilwoman Buckner asked when the last time that the courts were resurfaced and Recreation Director Luna replied that it was resurfaced approximately two years ago and

he saw cracking within three months.

Councilwoman Buckner asked if there was an issue with stability of that area and Recreation Director Luna replied that is a question that he cannot answer and would probably have to be answered by an engineer.

Vice Mayor Best said that one day the City will need to start exploring the moving of the tennis courts to another location. It seems appropriate that the tennis courts be with the golf course. He understands that the City is going into the budget and they are not in any position to be discussing a project of this magnitude but it is something that needs to be thought of down the road.

City Manager Gorland explained that this discussion was brought up the last time this item came before Council and he was directed to get an estimate. He met with two different firms at the golf course to discuss the estimate of 5 official size tennis courts, restrooms, a concession stand and screening. The cost was well in excess of between \$500,000 and \$600,000. This estimate was done approximately 6 years ago. He said he could get another estimate if Council would like.

Vice Mayor Bain said that he would like to get a new estimate.

Recreation Director Luna explained that if the courts start to crack little by little it is not in bad situation as far as safety is concerned. It is at the stage where it is beginning to crack and come up which is becoming not only an aesthetic issue but a safety issue.

Councilman Bain asked if the space qualifies for what the programs do and Recreation Director Luna replied affirmatively.

Councilman Bain questioned the thought of raising the courts approximately 6 inches. It may be a less expensive option that the City can afford to do. He would propose to get more information on his suggestion.

Councilwoman Buckner asked if something could be done with the canal next to the courts to help with drainage.

City Manager Gorland stated that all of Miami Springs is 4 feet above sea level. The level of the water is controlled by South Florida Water Management and when they lower and raise the water that is what causes all of the damage underneath the courts.

Mayor Garcia asked that the City consult with the Golf Director and Tennis Director to see what type of an impact it could have on the golf course and what the pros and cons are for moving it to the golf course or keeping it where it is.

Councilman Bain also would like to find out from the Tennis Director if the space he has now is sufficient because if that is the case, there is no need to expand in a new location if it is not needed.

By consensus, Council would like to wait on resurfacing the tennis courts for one month to get more information and costs for relocating the tennis courts to the golf course and raising the tennis courts in their current location.

D) Recommendation by Finance that Council authorize the execution of a one year contract beginning July 1, 2015 with Southern Waste Systems (SWS) with an option to renew three additional one year terms for garbage collection and disposal services

citywide utilizing Miami-Dade County contract #6938-2/22

City Attorney Seiden explained that Council can agree to extend this to the beginning of the fiscal year or to go with the County.

Councilman Bain moved to approve item 10D as specified in the agenda. Vice Mayor Best seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

E) Recommendation by Elderly Services that Council approve an expenditure in the amount of \$8,400.00, to fund the Tai Chi and Yoga/Fitness workout programs from July 1 thru September 30, 2015 as funds were designated by Council in their fund balance designations for FY2015 was funded with LSP Grant that ended June 30, 2015

Vice Mayor Best moved to approve. Councilman Petralanda seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

F) Recommendation by Elderly Services that Council approve an expenditure in the amount of \$3,500.00 to fund Home Delivered Weekend Meals from July 1 thru September 30, 2015, using funds from General fund balance was funded with LSP Grant that ended June 30, 2015

Councilman Bain moved to approve. Councilman Petralanda seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

G) Recommendation by Elderly Services that Council authorize a two month extension for the period of August 1 – September 30, 2015 of our current food catering subcontractor (in order to insure the continued provision of Home Delivered and Congregate Meals until a new subcontract can be executed) with Greater Miami Caterers, Inc., using Older Americans Act and Nutrition Services Incentive Program funding, as well as Local Services Program funding if awarded. Total cost for 2 months is \$37,000 and covers the overall meal program

Councilman Bain moved to approve. Vice Mayor Best seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

H) Councilwoman Buckner's request for City Reimbursement to her in the amount of \$1,750.00 for the Good Government Initiative Leaders of Excellence Class V, to be paid out of Council's Training and Education account

Vice Mayor Best moved to approve. Councilman Petralanda seconded the motion.

Councilman Bain would like for future items such as this to come before Council so that they are aware of what is being spent. He feels that this kind of expenditure should be

brought before Council for review.

Mayor Garcia clarified that Councilwoman Buckner has not gone on the trip yet and that is why this item is on the agenda.

Councilman Bain said that he misunderstood because the item says reimbursement. When you are reimbursing someone, it is because the money was already spent. He feels that \$1,750 is a lot of money.

Councilwoman Buckner explained that it is a 6 month training course.

To answer Mayor Garcia's question, Mr. Alonso said that the course covers tuition, all materials, instructors, speakers, meals, lodging for two retreat weekends and transportation on field trips.

Mayor Garcia would like to get a report back on what the process was and what was done from Councilwoman Buckner.

To answer Mayor Garcia's question, Mr. Alonso said that the classes begin at the end of August and go through mid-November.

The motion carried 4-1 on roll call vote. The vote was as follows: Vice Mayor Best, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes and Councilman Bain voting No.

I) Authorization for the execution of the settlement agreement between Curtiss Mansion, Inc. and R.J. Heisenbottle Architects, P.A., Douglas Wood Associates, Inc. and Carivon Constrution Company for the repair project at the Curtiss Mansion

The motion for this item was made with item 10J.

J) Authorization for the execution of the multi-party agreement for the design & construction of the repairs to the Curtiss Mansion

City Attorney Seiden explained that as Council may be aware, the Curtiss Mansion has been experiencing warranty issues involving the timbers. Some have been replaced but major repairs need to be done in the same nature. The City has been working with the architect, engineer, contractor and the suppliers to hammer out two agreements; the settlement agreement in which they acknowledge their responsibility towards doing the warranty and maintenance work that are required to be done and the multi-party agreement which delineates how it is going to be done. The work will start on August 17th and be concluded before September 21st.

Councilwoman Buckner moved to approve items 10I and 10J. Vice Mayor Best seconded the motion. The motion carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilman Bain, Councilwoman Buckner, Councilman Petralanda and Mayor Garcia voting Yes.

11. Reports & Recommendations:

A) City Attorney

City Attorney Seiden reported that the City received two orders from ATS. In the class action lawsuit involving ATS, the judge in the case dismissed the Florida Department of Revenue out of the case since they really were nothing but a pass through. They were directed to receive the monies that were to go to the State of Florida and then they were directed by the State of Florida where to send the monies. The judge felt that they did not have a big enough impact of the process to be included as a defendant and were dismissed.

City Attorney Seiden previously reported on an issue in the armor of the plaintiffs because 23 of the cities did not have a plaintiff from the locale who would actually be a party plaintiff in the action and that has been corrected. They have gotten 23 out of the 25 and have notified the court today that they have met the burden within the 30 days.

B) City Manager

City Manager Gorland reminded everyone that they are heading into the July “quiet period”. There will be no meetings in July except for the Special meeting on July 30th at 5:01 p.m. to set the millage cap. The Wall of Fame event will take place on July 3rd for Jim Caudle at the Community Center. There will be a classic car show event on the circle on July 3rd. He wanted to thank Omar and Patti in advance for their hard work on putting the July 4th events together. He wished everyone a Happy 4th of July.

C) City Council

Councilman Petralanda thanked everyone who attended the meeting tonight. He also thanked Jo Ellen for giving a tour of the Curtiss Mansion to the Miami-Dade Coalition for Community Education Board members.

Councilwoman Buckner thanked everyone who attended the meeting. She gave a friendly reminder to not spray the Police Officers during the 4th of July parade since they have electronic equipment on them.

Councilman Bain reported that his son won a fishing tournament in the Keys this weekend. The boat caught a 42.4 pound dolphin.

Vice Mayor Bain wished everyone a safe 4th of July.

Mayor Garcia wished everyone a happy 4th of July. On Saturday, June 27th he will be at Starlight Dance Studio where a fundraiser will be hosted for mission hope. Everyone is invited to come by. It is to help a 7 year old girl reach her goal of getting 100 purple bags filled of personal hygiene items and will be given to the Miami Rescue Mission. He congratulated Lieutenant Jimmy Deal on being promoted.

13. Adjourn

There being no further business to be discussed the meeting was adjourned at 9:43 p.m.

Respectfully submitted:

*Erika Gonzalez-Santamaria, MMC
City Clerk*

*Adopted by the City Council on
This 22nd day of June, 2015.*

Zavier M. Garcia, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



City of Miami Springs, Florida
City Council Meeting
Council Chambers at City Hall
201 Westward Drive, Miami Springs, Florida

Special Meeting Minutes
Thursday, July 30, 2015 5:01 p.m.

1. **Call to Order/Roll Call:** The meeting was called to order by the Mayor at 5:04 p.m.

Present were the following:

Mayor Xavier M. Garcia
Vice Mayor Bob Best
Councilman Billy Bain
Councilwoman Roslyn Buckner
Councilman Jaime A. Petralanda

City Manager Ronald K. Gorland
Assistant City Manager/Finance Director William Alonso
City Attorney Jan K. Seiden
City Clerk Erika Gonzalez-Santamaria

2. **Invocation:** Vice Mayor Best

Salute to the Flag: The audience participated.

3. **Resolution** – A Resolution Of The City Council Of The City Of Miami Springs Setting The Tentative Operating Millage Levy For Fiscal Year 2015-2016; Setting Time, Date And Place For Public Hearings On The Proposed 2015-2016 Budget And Tentative Millage Rate

City Attorney Jan K. Seiden read the resolution in its entirety.

Vice Mayor Best moved to adopt the resolution. Councilman Petralanda seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilmen Bain, Buckner, Petralanda and Mayor Garcia voting Yes.

4. **Resolution** – A Resolution Of The City Council Of The City Of Miami Springs, Authorizing The Approval Of The Second Amended And Restated Interlocal Agreement Between Miami-Dade County And Contract Cities For Use Of The County Solid Waste Management System; Authorizing The City Manager To Execute The Agreement; And Providing For An Effective Date

City Attorney Jan K. Seiden read the title of the resolution.

Councilman Petralanda moved to adopt the resolution. Councilwoman Buckner seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilmen Bain, Buckner, Petralanda and Mayor Garcia voting Yes.

5. Consent Agenda –

A) Approval of City Attorney’s Invoice for June 2015 in the Amount of \$13,493.25

Vice Mayor Best moved to approve the item. Councilman Petralanda seconded the motion, which carried 5-0 on roll call vote. The vote was as follows: Vice Mayor Best, Councilmen Bain, Buckner, Petralanda and Mayor Garcia voting Yes.

6. Adjourn

There being no further business to be discussed the meeting was adjourned at 5:15 p.m.

Respectfully submitted:

*Erika Gonzalez-Santamaria, MMC
City Clerk*

*Adopted by the City Council on
This 10th day of August, 2015.*

Zavier M. Garcia, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE CITY HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE CITY FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



City of Miami Springs, Florida

The **Board of Adjustment** met in Regular Session at 7:00 p.m., on Monday, August 4, 2015 in the Council Chambers at City Hall.

1) Call to Order/Roll Call

The meeting was called to order at 6:05 p.m.

The following were present:

- Chairman Manuel Pérez-Vichot
- Vice Chair Ernie Aloma
- Juan Molina
- Bill Tallman
- Bob Calvert

Also present:

- City Attorney Jan K. Seiden
- Planning and Zoning Director Chris Heid
- Board Secretary Elora R. Sakal

2) Approval of Minutes

Minutes of the April 6, 2015 meeting were approved as written.

Board member Calvert moved to approve the minutes. Board member Molina seconded the motion which was carried unanimously on voice vote.

3) New Business:

Board Secretary Sakal swore in the City Planner, the applicants or representatives of the applicants who were going to testify should the Board have any questions.

**A) Case # 09-V-15
MIGUEL GARCIA
183 SOUTH DRIVE
Zoning: R-1B
Lot Size: 75 ft. X 120 ft.**

Applicant is seeking a variance from Section 150-103 to continue an existing non-conforming six foot tall fence located in the front yard.

Planning and Zoning Director Heid read his recommendation to the Board.

City Attorney Seiden noticed a discrepancy on the site plan and wanted to make it clear that the first page of the survey shows that the continuation of the wall appears to be at 25.49 ft. but is a typo. The correct measurement that was scaled out by Planning and Zoning Director Heid is 29 ft.

Planning and Zoning Director Heid mentioned that the second condition should be amended to read that the hedges be 6 ft. in height to match the height of the wall to conceal it.

Board member Calvert requested that the Planning and Zoning Director Heid get the printed names of the owners who wrote the letters of support.

Board member Molina moved to approve the variance with the 5 conditions and the amended 2nd condition made by Planning and Zoning Director Heid regarding the 6 ft. high hedges. Vice Chair Aloma seconded the motion which carried unanimously on voice vote.

City Attorney Seiden advised the applicants of the 10 day appeal period. He advised the applicants to not spend any funds until after the 10 day appeal period and they have gotten the approval from Planning and Zoning Director Heid.

**B) Case # 10-V-15
ANDREA LOWRY
297 POCATELLA STREET
Zoning: R-1D
Lot Size: 8,127 SQ. FT.**

Applicant is seeking setback variances from Section 150-044 to construct a two story addition and open porch at an existing residence.

Planning and Zoning Director Heid read his recommendation to the Board.

Discussion ensued regarding the possibility of turning the steps around that are near the kitchen to alleviate the encroachment.

Vice Chair Aloma moved to approve the variance with the conditions made by Planning and Zoning Director Heid. Board member Tallman seconded the motion which carried unanimously on voice vote.

City Attorney Seiden advised the applicant of the 10 day appeal period.

**C) Case # 11-V-15
LIANA LOUGHLIN
351 DEER RUN
Zoning: R-1A
Lot Size: 10,650 SQ. FT.**

Applicant is seeking a setback variance from Section 150-041 to construct a carport addition to an existence residence.

The applicant requested via email that her variance be postponed to the next meeting in September since she recently gave birth and could not attend the meeting. By consensus, the Board agreed.

D) **Case # 12-V-15**
MANUEL BONET
14 TRUXTON DRIVE
Zoning: R-1C
Lot Size: 6,350 SQ. FT.

The applicant is seeking a variance from Section 150-034 to place pool equipment related to the construction of a new swimming pool at an existing residence in the required side yard.

Planning and Zoning Director Heid read his recommendation to the Board.

Board member Molina moved to approve the variance with the conditions made by Planning and Zoning Director Heid. Board member Calvert seconded the motion which carried unanimously on voice vote.

City Attorney Seiden advised the applicant of the 10 day appeal period.

4) Adjournment

There was no further business to be discussed and the meeting was adjourned at 6:31 p.m.

Respectfully submitted:



Elora R. Sakal
Board Secretary

Adopted by the Board on
this ___ day of _____, 2015.

Manny Perez-Vichot, Chair

Words ~~stricken through~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

“The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council”.

The City of Miami Springs
 Summary of Monthly Attorney Invoice
 Orshan, Lithman, Seiden, Ramos, Hatton & Huesmann, LLP

August 6 for July

<u>General Fund Departments</u>	<u>Cost</u>	<u>Hours</u>
Office of the City Clerk	1,183.95	8.77
Human Resources Department	286.20	2.12
Risk Management	621.00	4.60
Finance Department	811.35	6.01
Professional Services	94.50	0.70
Building, Zoning & Code Enforcement Department	1,262.25	9.35
Planning	831.60	6.16
Police Department	423.90	3.14
Public Works Department	445.50	3.30
Recreation Department	97.20	0.72
IT Department		0.00
Golf		0.00
Senior		0.00
General - Administrative Work	6,166.80	45.68
Sub-total - General Fund	<u>\$12,224.25</u>	<u>90.55</u>
<u>Special Revenue, Trust & Agency Funds</u>		
Golf Course Operations		0.00
L.E.T.F.		0.00
Due from Pension Funds		<u>0.00</u>
Sub-total - Special Funds	\$0.00	0.00
GRAND TOTAL: ALL FUNDS	\$12,224.25	90.55



AGENDA MEMORANDUM

Meeting Date: August 10, 2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager

From: Armando Guzman, Chief of Police

Subject: LETF Purchase – MSPD Rental Car Program

Recommendation: Recommendation by the Police Department that Council approve an expenditure to Royal Rent-A-Car Systems of Florida, the lowest responsible quote of \$17,088.00, for the monthly rental of two vehicles (for a twelve-month period), as these funds qualify for expenditure from the Police Law Enforcement Trust Fund, as funds were approved in the FY 14/15 Budget pursuant to Section §31.11(C)(2) of the City Code.

Discussion/Analysis: Monthly rental of two (2) undercover/unmarked vehicles for a twelve-month period, beginning August 1, 2015 through July 31, 2016. See attached documentation from Captain J. Kahn and quotes from Enterprise Car Rental, National Car Rental, and Royal Rent-A-Car Systems of Florida, Inc.

Fiscal Impact (If applicable): N/A; fully funded by LETF funds.


Federal Statute: Civil Asset Forfeiture reform Act, PL 106-185.

Submission Date and Time: 07/02/2015 9:50 a.m.

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Police Department</u>	Dept. Head: <u>Armando Guzman</u>	Dept./ Desc.: <u>Law Enforcement Trust Funds- Rentals & Leases</u>
Prepared by: <u>Leah Cates</u>	Procurement: <u>[Signature]</u>	Account No.: <u>650-2010-521.44-00</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: <u>[Signature]</u>	Additional Funding: <u>N/A</u>
Budgeted/Funded <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: <u>[Signature]</u>	Amount previously approved: \$ <u>17,088.00</u> <small>(06/23/14)</small>
		Current request: \$ <u>17,088.00</u>
		Total vendor amount: \$ <u>17,088.00</u>

MIAMI SPRINGS POLICE DEPARTMENT

MEMORANDUM

TO: Chief Armando Guzman
FROM: Captain Jon Kahn 
SUBJ: LETF/MSPD Rental Car Program
DATE: 6/26/2015

Our rental car program expires on 6/30/2015. We are currently using Royal Rent-A-Car located at 3650 North West South River Drive in Miami. We have utilized them since 2003 and they have provided efficient and professional service in the past. There are numerous police agencies that are utilizing this company for rental vehicles. There are no governmental contracts still in effect.

The following are three written quotes from different rental agencies per our requirements:

Enterprise Car Rental

1 mid-size vehicle @ \$ 21,312 for the 12 month period, with no upgraded vehicles available. Two vehicles at \$ 21,312 would be \$ 42,624.00 for the year. This does not include insurance.

National Car Rental

1 mid-size vehicle @ \$ 10,944.00 / 1 upgrade vehicle @ \$ 86,400.00 for the 12 month period. This contract does include insurance.
 $\$ 10,944.00 + \$ 86,400.00 = \$ 97,344.00$ annual cost

Royal Rent-A-Car

All vehicles regardless of mid-size, upgraded vans, suv's or pickups are \$712.00 a month. Insurance is included and Royal Rent-A Car reduced our insurance deductible from \$500.00 to \$100.00 per incident.
 $\$712.00 \times 2 = \$ 1,424.00 \times 12 = \$17,088.00$ annually.

I would recommend utilizing Royal Rent-A-Car again, being that they are less expensive than the other companies and they have a history of providing an efficient and professional service to the City of Miami Springs.



Miami Springs
Police Department

Memorandum

To: Ronald Gorland, City Manager
Through: Armando Guzman, Chief of Police
From: Captain Jon Kahn
Subject: 12 Month Proactive Crime Prevention Program
(Funded by the Law Enforcement Trust Fund)
Date: 6/26/2015

Background:

The Florida Contraband Forfeiture Act, Florida Statutes 932.701 - 932.707, provides that money, property and monies from the sale of certain properties forfeited in accordance with law shall be deposited in a Law Enforcement Trust Fund (L.E.T.F.). Expenditures from the L.E.T.F. are also governed by the provisions of the Florida Contraband Forfeiture Act. The Act states that fifteen percent (15%) of the funds forfeited on an annual basis must be utilized to fund **Crime Prevention**, Drug Education, and School Resource Officer Programs.

The Miami Springs Police Department's participation in joint investigations with Federal, State and County Agencies has resulted in substantial forfeiture seizures. The current balance of the Miami Springs Police Law Enforcement Trust Fund is in excess of four hundred thousand dollars.

Program Description:

In response to the victimization of residents, business owners and tourists within the City, the Miami Springs Police Department deploys a proactive **crime prevention** task force. The targeted crimes are primarily robbery, burglary, theft and narcotics violations. The task force deploys undercover police officers in unmarked vehicles. These officers surveil the areas affected by recent crime trends and take proactive steps to deter those crimes. Strategies for deterrence will include traffic stops, field interviews of suspects and arrests if appropriate. The prime focus is to prevent the crimes from occurring.

Computer data will be utilized to analyze intelligence information gathered by the task force and other sources. Statistical analysis of recent crime trends will be utilized to assist in the effective deployment of the Task Force.

The standard police fleet vehicle may be recognized by the criminal element and can ineffective as an undercover or surveillance vehicle. This situation compromises the safety of the officer occupying the vehicle and makes undercover operations difficult. It is essential for officer safety and the success of these investigations to change vehicles frequently.

The necessity for a second undercover vehicle in this program is due to the assignment of a Miami Springs Police investigator to the South Florida High Intensity Drug Trafficking Area (HIDTA) Task Force. The HIDTA Task Force Program had initially provided a vehicle to this investigator. However, after successful asset sharing cases and the receipt of asset sharing funds by the participating agency, the HIDTA Program requires the Department to provide a vehicle for the investigator.

Royal Rent-A-Car, Inc. provides a large selection of vehicles and the ability to change vehicles, without restriction. The current contract expires on 6/30/2015. Numerous municipalities within Miami-Dade and Broward Counties utilize this company for rental vehicles. Royal Rent-A-Car was the lowest of three written quotes. See attached memo for quote information. Royal Rent-A-Car will maintain and repair the vehicles provided under this agreement, as necessary. There are no mileage restrictions. If a vehicle under contract is damaged, the City of Miami Springs will be responsible for the first \$100.00 worth of damage per accident. Royal Rent-A-Car will assume responsibility for all damage above \$100.00 to the vehicles rented under this agreement. Liability insurance in the amount of \$300,000 combined single limit per occurrence for bodily injury and property damage is provided by Royal Rent-A-Car.

One mid-size, six cylinder automobile will be utilized by the crime prevention team. The nature of the HIDTA Investigator's assignment necessitates an upgraded vehicle. The following is a breakdown of the projected cost to fund two rental (2) vehicles for the recommended 12 month program, beginning July 1, 2015.

Program Cost Projection:

07/01/2015 to 06/30/2016 (12 mos.)	
1 mid-size vehicle @ \$712.00/mo.	\$ 8,544.00
1 upgrade vehicle @ \$712.00/mo.	\$ 8,544.00

Total 12 month program cost: \$ 17,088.00

Recommendation:

It is recommended that the Council approve \$17,088.00 for expenditure from the Law Enforcement Trust Fund, to provide for the rental of two (2) unmarked vehicles for 12 month period. This expenditure and the program that it will fund will comply with the provisions of Florida State Statute 932.7055 (4)(a)(b).

Car Rental \ Lease Contract

Whereas ROYAL Rent -A-Car Systems of Florida, Inc., 3650 N.W. SOUTH RIVER DRIVE - Miami, Florida 33142 (herein after referred to as 'ROYAL'), and MSPD, 201 Westward Dr Miami Spring, Florida 33166 (herein after referred to as 'MSPD'), desire to enter into an agreement, which is to be governed by the following terms, and conditions.

Terms

Beginning _____, and expiring September 30, 2016

Upon mutual agreement this contract be extended for two additional one year periods. All conditions will remain the same, with the rates subject to increase in accordance with the preceding years Producer Prices Index (PPI). The MSPD shall, at their discretion have the flexibility to add additional vehicles or return vehicles, as their needs require.

Delivery

Initial vehicles under the terms of this agreement will be made available at the closest ROYAL office or any office that is mutually convenient.

Cars To Be Provided

ROYAL will provide a selection of cars, wagons, vans and trucks from which MSPD may choose. This selection will be classified into groups for pricing. From these groups, MSPD may choose the vehicles desired. During the terms of this agreement, MSPD may exchange vehicles within the same pricing groups at any time. If at any time a vehicle is disabled due to a mechanical or accidental reason, a replacement or exchange vehicle will be issued immediately upon return of said vehicle. A selection of vehicles will be made available both as to make, model and color.

Maintenance

ROYAL will maintain the vehicles provided under this program, both as to mechanical repairs and routine maintenance. When a contract vehicle is down for service replacement or loaner vehicle will be provided immediately upon return of said vehicle. In the event of an accident a loaner or replacement vehicle will be provided at no additional charge while the damaged vehicle is repaired.

Confidentiality

Given the nature of the use of the covered vehicles, ROYAL is fully aware of the need for confidentiality and will do everything in its power to ensure these needs.

Vehicle Usage

It is understood and agreed the vehicles rented under this contract are intended for investigation and surveillance. The vehicles rented under this are not intended for used in traffic control and enforcement, nor are they intended for use in chase and apprehension or transportation of suspects under arrest. It is further understood that a situation may occur outside the control of either MSPD or ROYAL, which may require emergency use of a contract vehicle in a non-anticipated fashion.

Modification Of Vehicles

ROYAL specifically agrees that MSPD may only at its own expense; apply tinting to the windows of any contract vehicle. Subsequently there will be no charge to MSPD to remove tinting if it becomes necessary.

Billing And Payments

It is anticipated that MSPD will issue a purchase order to cover vehicles under this program. ROYAL will invoice MSPD on a monthly basis and payment shall be made within fifteen (15) days, following the invoice.

Insurance Option

It is understood that MSPD is self-insured for third person bodily injury and property damage. The MSPD shall be responsible for all claims and losses caused by operation of all vehicles under this contract to the fullest extent provided by law. Royal will repair any and all contract vehicles at an authorized repair facility. A self-funded insurance statement shall be provided prior to pick up of contract vehicle. The MSPD will hold harmless ROYAL from all claims, losses, injuries or whatsoever, including attorney fee, court or otherwise including all appellate levels, relating to such use. MSPD shall not be responsible for any and all physical damages that occur prior to the delivery of the vehicle at any employee of MSPD.

Collision

In the event of an accident involving one of the rented vehicles, MSPD will be responsible for and agree to pay ROYAL for the One Hundred dollars (\$100.00) in damages to the rental vehicles per accident. Moreover, Royal will be responsible for and agrees to pay any and all amount in excess of the first One Hundred dollars (\$100.00) in damages to the rented vehicle per accident. All repairs will be handled by Royal or at ROYAL approved body shops or repair facilities.

Rate Structure

Full Size- Camry, Charger	\$712.00
Pick-Up trucks - F-150, F250,	\$712.00
SUV- Explore, XC60, XC90	\$712.00
Mini Vans- Town & Country, Caravan	\$712.00

- With Maintenance
- No Liability
- No U.M.

Accepted by: _____ Date: _____
Royal Rent-A-Car Systems of Florida, Inc./ Ismael Perera, President

Accepted by: _____ Date: _____
Miami Spring Police Department.

Jonathan Kahn

From: Jerry Balester
Sent: Monday, June 22, 2015 3:58 PM
To: Jonathan Kahn
Subject: Enterprise Quote

National Car Rental.

Could only do 7 months at a time.

1 full size vehicle \$4,993.90

1 truck \$24,000.00

Dodge Quad or equivalent.

This does not include insurance. That would be added to price depending on which location would be picked up.

Jerry Balester

Homeland Security Investigations

Task Force Officer

(954) 257-1291

[[http://www.miamisprings-](http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg)

[fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg](http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg)]

The City of Miami Springs is on Twitter<<http://www.twitter.com/miamispringsFL>> and has a

website MiamiSprings-FL.Gov<<http://www.miamisprings-fl.gov>>

Please save a tree. Don't print this e-mail unless it's really necessary.

Jonathan Kahn

From: Jerry Balester
Sent: Monday, June 22, 2015 3:13 PM
To: Jonathan Kahn
Subject: National Car Rental Quote

Mario at National Car Rental
(877) 222-9058
Miami Airport area.
One year rate for two vehicles is
Full size \$28,550.53
Pickup truck \$43,158.82
Both would include insurance full coverage.
Price is without tax since we would be exempt.

Jerry Balester
Homeland Security Investigations
Task Force Officer
(954) 257-1291
[http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg]
The City of Miami Springs is on Twitter<<http://www.twitter.com/miamispringsFL>> and has a
website MiamiSprings-FL.Gov<<http://www.miamisprings-fl.gov>>

Please save a tree. Don't print this e-mail unless it's really necessary.

Jonathan Kahn

From: Jerry Balester
Sent: Thursday, June 25, 2015 10:22 AM
To: Jonathan Kahn
Subject: Fwd: Reservation Information Confirmation

Jerry Balester
Homeland Security Investigations
Task Force Officer
(954) 257-1291

Begin forwarded message:

From: Enterprise Rent-A-Car <NO_REPLY@enterprise.com>
Date: June 25, 2015 at 10:18:46 AM EDT
To: <jbalester@mspd.us>
Subject: Reservation Information Confirmation

Dear Jerry Balester,

Thank you for choosing Enterprise Rent-A-Car. Please print this e-mail or record your confirmation number in order to pick up your rental. Your confirmation number is 1000462531. We look forward to seeing you on July 1, 2015 at 12:00 PM.

Please do not reply to this e-mail. If you need to contact Enterprise Rent-A-Car please click here

https://enterprise.com/car_rental/reservationSearch.do

To sign up for on-line promotions and specials just click here:
http://www.enterprise.com/car_rental/deeplinkmap.do?emailsignup=y

Reservation Information:

Pickup date: July 1, 2015 at 12:00 PM (Office hours: 5:00 AM to 11:59 PM)

Return date: June 1, 2016 at 12:00 PM (Office hours: 5:00 AM to 11:59 PM)

Pickup Branch:

MIAMI INTL ARPT
3900 NW 25TH ST
MIAMI, FL 33142
(305) 633-0377

Return Branch:

MIAMI INTL ARPT
3900 NW 25TH ST
MIAMI, FL 33142
(305) 633-0377

Car Information:

Type of Car: Full Size
Examples: FORD FUSION OR SIMILAR
Holds 5 passengers and 5 luggage

Rate information (all rates in U.S. DOLLARS):

*Enterprise
10 MONTH only
1776.00 x 10 = 17,760.00
+ 2 = 3,552.00

1 year 21,312.00
NO UPDATES
MAIL.*

Extra Day Charge	5 Day @ 74.00	= 370.00
Extra Week Charge	3 Week @ 444.00	= 1332.00
Base Rate	10 Month @ 1776.00	= 17760.00
COLLISION DAMAGE WAIVER FULL		= 0.00
SUPPLEMENTAL LIABILITY PROTECTION		= 0.00
CONCESSION RECOUP FEE 9.89 PCT		= 2110.55
RENTAL CAR FACILITY CHG 4.60/DAY		= 1545.60
GOVERNMENT ADMIN RATE SUPPLEMENT		= 1680.00
FLORIDA SURCHARGE 2.00/DAY		= 672.00
TIRE/BATTERY FEE .02/DAY		= 6.72
VEHICLE LICENSE FEE .57/DAY		= 191.52
SALES TAX		= 1796.79
Total Charge		= 27465.18

*If you inquired about coverages, optional equipment or additional driver fees, the rates are not reflective in your estimated total. These fees will be added to your contract at the time of pick up. Additional surcharges, local taxes, etc. may apply.

Toll Road Usage Program; click here for more information: www.htallc.com/enterprise

THERE WILL BE AN ADDITIONAL CHARGE OF 10.00 USD PER DAY FOR EACH ADDITIONAL AUTHORIZED DRIVER OTHER THAN A SPOUSE OR DOMESTIC PARTNER.

Following mileage rule applies:
Unlimited

Important Pickup Information for Airport Reservations:

PLEASE FOLLOW THE PURPLE MIA MOVER SIGNS TO THE THIRD LEVEL. TAKE THE MOVING WALKWAYS TO THE MIA MOVERS STATION LOCATED ON THE FOURTH LEVEL. PROCEED STRAIGHT AHEAD TO THE ENTERPRISE COUNTER LOCATED ON THE LEFT. ----- THIS OFFICE SERVICES DEPLANING AIRPORT CUSTOMERS ONLY . SELF-SERVICE KIOSKS AT THIS LOCATION CAN MAKE YOUR RENTAL TRANSACTION QUICK AND EASY.

To modify or cancel this reservation, click https://enterprise.com/car_rental/reservationSearch.do. Note: changing your pickup or return date, time or location may change your rates, taxes or surcharges.

Would you like to make another reservation or need additional information? Please call us again at 1-877-372-2223 or visit us at <http://www.enterprise.com>

Do not forget that signing up for our e-mail specials gives you access to exclusive discounts, last minute deals, and other great offers. To sign up, just click here: http://www.enterprise.com/car_rental/deeplinkmap.do?emailsignup=y

Thank you again for choosing Enterprise.

P.S. If you plan to travel...remember, Enterprise serves all major airports and our rates are

exceptionally low!

[http://www.miamisprings-fl.gov/sites/default/files/imagecache/featured/photoalbumslideshowimages/1_2.jpg]

The City of Miami Springs is on Twitter <<http://www.twitter.com/miamispringsFL>> and has a website [MiamiSprings-FL.Gov](http://www.miamisprings-fl.gov) <<http://www.miamisprings-fl.gov>>

Please save a tree. Don't print this e-mail unless it's really necessary.

Jonathan Kahn

From: Jerry Balester
Sent: Wednesday, June 24, 2015 1:20 PM
To: Jonathan Kahn
Subject: Fwd: National Car Rental Reservation Confirmation 496911091 for MiamiIntl Arpt

Jerry Balester
Homeland Security Investigations
Task Force Officer
(954) 257-1291

Begin forwarded message:

From: <reservations@nationalcar.com>
Date: June 24, 2015 at 10:42:45 AM EDT
To: <jbalester@mspd.us>
Subject: National Car Rental Reservation Confirmation 496911091 for MiamiIntl Arpt



Dear Jerry,

Thank you for choosing National to make your reservation.
Your confirmation number is: 496911091

Reserved rate reflects the pick up date and time, return date and time, and car class quoted at time of reservation. Any changes to the reservation may affect the rates quoted herein.

Your level of service is Counter. Please proceed to the rental counter.

If you need to make a change to this reservation, please use your reservation number as a reference.



Confirmation # 496911091

 Status: Booked



Here's what you do to pick up your car:

*NATIONAL CAR RENTAL
MIN SIZE
912.⁰⁰ x 12 = 10,944.⁰⁰*

Rental Information

Name: Jerry Balester
E-mail: jbalester@mspd.us

Vehicle Type: Full Size - 4-Door/Automatic/Air - Ford Fusion
Or Similar

Pickup Information

Location: Miami Intl Arpt (MIAT01)
Date & Time: Wednesday, July 01, 2015 @ 09:00 AM
Address: 3900 Nw 25th St
Miami, FL 33142
Phone: (888)826-6890 ext:MAIN
Fax: (305)634-7840
Hours: Sun-Sat: 12:00 am - 11:59 pm

Dropoff Information

Location: Miami Intl Arpt (MIAT01)
Date & Time: Saturday, June 25, 2016 @ 09:00 AM

Rate Information

Item:
Prices

(USD)

Car Class: Full Size 4-Door/Automatic/Air

Rates:

Time & distance	5 DAY	@	\$76.00
\$380.00			
Time & distance	0 HOUR	@	\$25.33
\$0.00			
Time & distance	2 WEEK	@	\$456.00
\$912.00			
Time & distance	11 MONTH	@	
\$1,824.00			
\$20,064.00			
No charge distance	0 DISTANCE	@	\$0.00
\$0.00			

*912⁰⁰ + 12 =
MONTH*

Contract I.D. Government Business On Orders

Inclusive Rate Items	
(360) Loss damage waiver full	Included
Guaranteed Base Rate	Included
(9) Additional Driver	Included
Unlimited Miles	Included

Sub

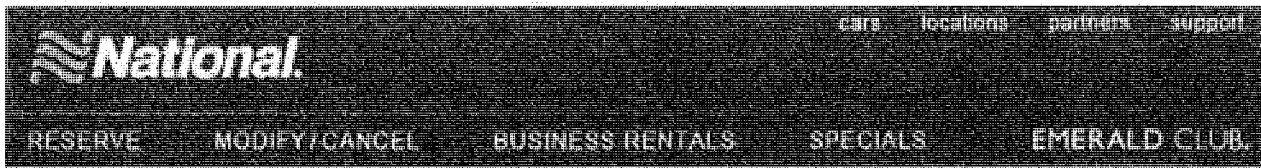
Jonathan Kahn

From: Jerry Balester
Sent: Wednesday, June 24, 2015 1:21 PM
To: Jonathan Kahn
Subject: Fwd: National Car Rental Reservation Confirmation 496911214 for MiamiIntl Arpt

Jerry Balester
Homeland Security Investigations
Task Force Officer
(954) 257-1291

Begin forwarded message:

From: <reservations@nationalcar.com>
Date: June 24, 2015 at 10:45:54 AM EDT
To: <jbalester@mspd.us>
Subject: National Car Rental Reservation Confirmation 496911214 for MiamiIntl Arpt



Dear Jerry,

Thank you for choosing National to make your reservation.
Your confirmation number is: 496911214

Reserved rate reflects the pick up date and time, return date and time, and car class quoted at time of reservation. Any changes to the reservation may affect the rates quoted herein.

Your level of service is Counter. Please proceed to the rental counter.

If you need to make a change to this reservation, please use your reservation number as a reference.



Confirmation # 496911214

 Status: Booked



*NATIONAL UPGRADE
7,200 x 12 = 86,400.
really?*

Here's what you do to pick up your car:

Rental Information

Name: Jerry Balester
E-mail: jbalester@mspd.us

Vehicle Type: Pickup - 4-Door/Automatic/Air - Ram 1500
Quad Cab Or Similar

Pickup Information

Location: Miami Intl Arpt (MIAT01)
Date & Time: Wednesday, July 01, 2015 @ 09:00 AM
Address: 3900 Nw 25th St
Miami, FL 33142
Phone: (888)826-6890 ext:MAIN
Fax: (305)634-7840
Hours: Sun-Sat: 12:00 am - 11:59 pm

Dropoff Information

Location: Miami Intl Arpt (MIAT01)
Date & Time: Saturday, June 25, 2016 @ 09:00 AM

Rate Information

Item:
Prices

(USD)

Car Class: Pickup 4-Door/Automatic/Air

Rates:

Time & distance	0 DAY	@	\$360.00
\$0.00			
Time & distance	0 HOUR	@	\$180.00
\$0.00			
Time & distance	0 WEEK	@	\$1,800.00
\$0.00			
Time & distance	12 MONTH	@	
\$3,900.00			\$46,800.00
No charge distance	0 DISTANCE	@	\$0.00
\$0.00			

Contract I.D. Government Business On Orders

Inclusive Rate Items

(360) Loss damage waiver full

Included

Guaranteed Base Rate

Included

(9) Additional Driver

Included

Unlimited Miles

Included

Sub

tótal.....\$46,800.00

Discounts
Discount
(\$11,700.00)

Coverages:
Loss Damage Waiver Full
\$0.00

Surcharges:
Concession Recoup Fee 9.89 Pct
\$3,670.42
Rental Car Facility Chg 4.60/day
\$1,656.00
Government Admin Rate Supplement
\$1,800.00
Florida Surcharge 2.00/day
\$720.00
Tire/battery Fee .02/day
\$7.20
Vehicle License Fee .57/day
\$205.20

Taxes:
Sales Tax (7.0%)
\$3,021.12

Total
Estimate.....\$46,179.94
(Country of Residence: US)
(USD)
Approximate Estimated Conversion:
\$46,179.94

Total may vary at time of rental based on the election of prepaid gas, optional coverage items or changes in taxes, surcharges and fees.

Thank you again for choosing National to make your reservation.

Click below to View, Modify or Cancel your Reservation using the Web site.

<http://www.nationalcar.com/index.do?action=/resFetch.do&resNumber=496911214&lastName=Balester&pickUpMonthYr=JUL-2015&pickUpDay=1>

Please note that if you experience any problems with the link, you can visit

<http://www.nationalcar.com> and click on 'Existing reservations' right from the home page, or you can call 1-800-CAR-RENT.

Important Policy Information: All renters and additional drivers must meet the minimum age requirements for the renting location. A major credit card or debit card and a valid driver's license both in the name of the renter will be required at the time of rental. Debit and check cards, considered to be any non-credit card bearing the VISA, MasterCard, American Express, Discover or JCB logo (except for gift/prepaid cards) may only be used in conjunction with proof of round trip ticket (airline, train, cruise ship and the like) and a cash deposit may be required in

addition to the cost of rental. Without proof of roundtrip ticket, debit or check cards are only accepted on return. Any other non-credit card without the VISA, MasterCard, American Express, Discover or JCB logo is not accepted. Some locations may accept cash at the time of rental in lieu of a major credit card or debit card subject to other restrictions and requirements. Toll Pass Policy If you or any driver operate the rental vehicle in Northern California, Colorado, Florida, Georgia, North Carolina, Texas, Washington State or British Columbia, Canada, and generate an unpaid toll, you will be charged our Toll Pass Convenience Charge of \$3.95 for each day you use a toll road or bridge plus the cost of all unpaid tolls. The maximum TollPass Convenience Charge for the rental period is \$19.75, plus the cost of all unpaid tolls. For information call (877) 860-1283. If you or any driver operate the rental vehicle in areas not served by TollPass and generate any unpaid toll(s) then you will be charged for all unpaid tolls and an administrative charge of up to \$25.00 per rental. Toll Road Usage Program: www.htallc.com/nationalcar Espanol: www.es.htallc.com/nationalcar Francais: www.fr.htallc.com/nationalcar Portugues: www.pt.htallc.com/nationalcar

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Please save a tree. Don't print this e-mail unless it's really necessary.




The City of Miami Springs is on Twitter and has a website MiamiSprings-FL.Gov



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager 

From: Tom Nash, Public Works Director

Subject: Oakwood Dr. drainage project

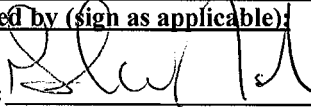
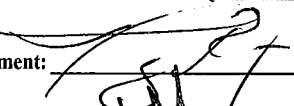
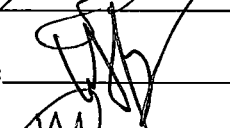
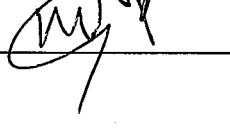
RECOMMENDATION:

Recommendation by Public Works that Council waive the competitive bid process and approve an expenditure to Atkins, who has been involved with all of our storm water projects outlined within our master plan since inception in 2001, in an amount not to exceed \$6,000.00, for Oakwood & Lee Drive drainage project inspections during construction phase & to prepare the final as-built drawings, as funds are available in the storm water account pursuant to Section §31.11 (E)(6)(g) of the City Code.

DISCUSSION:

The drain in this area floods with just a few hours of rains due to inadequate drainage. This project will relieve the flooding in the Oakwood/Lee Dr., Oakwood/Forrest Dr. & Stafford Park areas. We have money in the storm water fund to repair the area at this time.

Submission Date and Time: 7/16/2015 9:45 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Public Works</u>	Dept. Head: 	Dept./ Desc.: <u>Storm water improvements</u>
Prepared by: <u>Rosita Hernandez</u>	Procurement: 	Account No.: <u>440-3901-539-6300</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: 	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ _____
		Current request: \$ <u>6,000.00</u>
		Total vendor amount: \$ <u>6,000.00</u>



Atkins North America, Inc.
2001 Northwest 107th Avenue
Miami, Florida 33172-2507
Telephone: +1.305.592.7275
www.atkinsglobal.com/northamerica

SCOPE OF SERVICES

June 26th, 2015
Letter of Proposal
Via email to nasht@miamisprings-fl.gov

Mr. Tom Nash
City of Miami Springs
345 N. Royal Poinciana Boulevard
Miami Springs, FL 33166

RE: Miami Springs; Oakwood Drive/Lee Drive Overflow - Drainage System Improvements Inspections and As-Built

Dear Mr. Nash:

Atkins is pleased to submit the additional scope of services intended to address the flooding issues at the intersection of Oakwood Drive and Lee Drive within the City of Miami Springs, by providing the required inspections for the subject project.

OBJECTIVE

In order to provide the City of Miami Springs construction inspections associated with this permit.

PROJECT SURVEY AND DESIGN SCOPE OF WORK

The following tasks are anticipated as part of the scope of services:

Task #1: Specific Purpose Topographic Survey ...**completed on previous scope of work**

Task #2: Investigation (*completed, time and materials*): **completed on previous scope of work**

Task #3: Design Development: **completed on previous scope of work.**

Task #4: Permitting: **completed on previous scope of work.**

Task #5: **Inspections**

Task #6: **Prepare Final Drawings based on redline mark-ups provided by the contractor**

DELIVERABLES

Task #5: **Inspection Reports**

Task #6: **Final Drawings based on redline Markups provided by the contractor**, field observations and measurements. This Final Drawings are not an As-Built Survey or involve Surveyor's work. If required by the Permit Agency to be signed and sealed by a Surveyor, additional fees will be required.

COMPENSATION

Fee Breakdown:

Task #1	Specific Purpose Topographic Survey	\$	completed	
Task #2	Investigation	\$	completed	
Task #3	Design Development	\$	completed	
Task #4	Permitting Assistance	\$	completed	
Task #5	Inspections and Inspection Reports (20 hours)	\$	\$3,080.00	Lump Sum
Task #6	Final Drawings based on mark-ups provided by contractor	\$	\$2,772.00	Time/Materials
	*Expenses	\$	148.00	Time/Materials
	Total	\$	6,000.00	

* Expenses are not to exceed \$148.00 without prior authorization from the City of Miami Springs (printing, mileage, etc.).

INFORMATION TO BE FURNISHED BY THE OWNER

The City will provide a direct point of contact that will be able to facilitate any requested information in an expeditious manner. This information may include, but is not limited to, providing drawings, geotechnical data, sampling reports, or other information that may be required.

ADDITIONAL SERVICES (NOT INCLUDED)

Services authorized by the client other than those specifically listed above will be considered additional services. Atkins may perform these services and any other requested miscellaneous additional service on an agreed time/materials sum and/or time charge plus reimbursable basis upon written authorization.

- Construction Engineering Services (responding to RFIs. Shop Drawings and Product Submittals, Bid preparation and Technical support, As-Built Survey).
- Preparing to serve or serving as an expert witness in connection with any public hearing, arbitration proceeding or legal proceeding.
- Providing any other services not otherwise included in this Agreement.

If you have any questions or comments, please do not hesitate to contact me directly at 305-592-3582 at your convenience.

Sincerely,



Raul Wainer, PE
Project Manager

ATTACHMENT "A"

HOURLY LABOR RATE

<u>JOB CLASSIFICATION</u>	<u>BILLING RATES</u>
PROJECT MANAGER	\$154.00
SENIOR CIVIL ENGINEER III	\$120.00
SENIOR CIVIL ENGINEER I	\$108.00
CIVIL ENGINEER I	\$98.00
CLERICAL	\$55.00

National Geomatics Division
SCHEDULE OF HOURLY LABOR RATE

<u>JOB CLASSIFICATION</u>	<u>BILLING RATES</u>
ASSOCIATE VICE-PRESIDENT, DIVISION MANAGER	\$198.00
SENIOR SURVEYOR II	\$138.00
SURVEYOR II	\$113.00
SENIOR TECHNICIAN II SURVEY	\$103.00
CADD TECHNICIAN I	\$93.00
THREE-PERSON SURVEY PARTY	\$171.00
TWO-PERSON SURVEY PARTY	\$137.00
PROGRAM ASSISTANT	\$54.00

The hourly rates will remain in force until January 1, 2016. Hourly rates after January 1, 2016 shall be increased by 2% per category.

CITY OF MIAMI SPRINGS DAKWOOD DRIVE STORMWATER IMPROVEMENTS

MIAMI, FLORIDA PHONE: (305) 805-5000

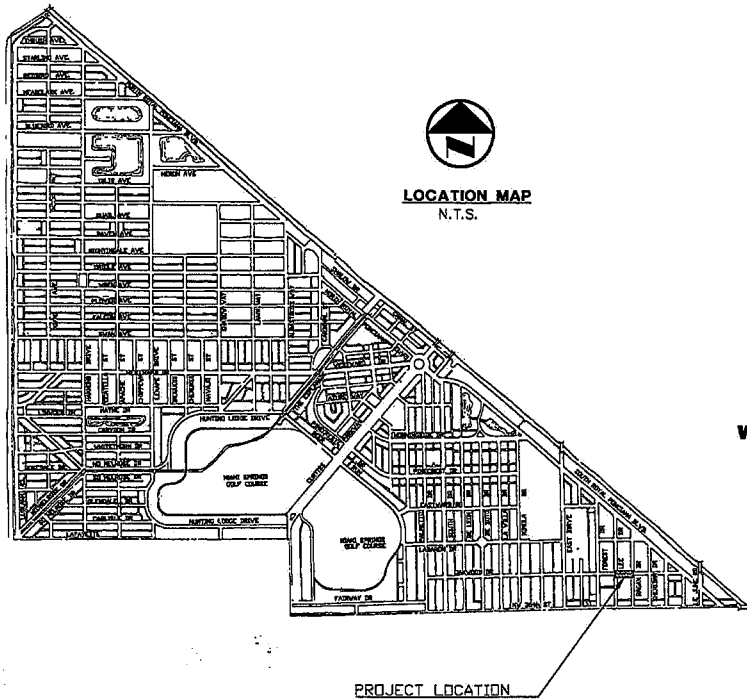
ZAVIER M. GARCIA, MAYOR

BILLY BAIN COUNCILMAN

JAMIE PETRALANDA, COUNCILMAN

BOB BEST, COUNCILMAN

ROSIE BUCKNER, COUNCILWOMAN



RON GORLAND, CITY MANAGER

WILLIAM ALONSO, ASSISTANT CITY MANAGER

APRIL 2015

ATKINS

2001 NW 107TH AVE.
MIAMI, FLORIDA 33172
(305) 592-7275 (VOICE)
(305) 599-3809 (FAX)
ATKINS PROJECT NO.: 100044704

INDEX TO DRAWINGS

- COVER SHEET
SHEET 1 - LEGEND, ABBREVIATIONS AND GENERAL NOTES
SHEET 2 - DEMOLITION PLAN
SHEET 3 - GRADING AND DRAINAGE SHEET
SHEET 4 - PROJECT DETAILS



RAUL WARNER, P.E.
FLORIDA REGISTRATION NO. 54756

SHALL BE SUBJECT TO ANY CHECKING THE OWNER MAY DECIDE NECESSARY.

DRAWINGS: DURING THE ENTIRE CONSTRUCTION OPERATION, THE CONTRACTOR SHALL MAINTAIN RECORDS OF ALL DEVIATIONS FROM THE DRAWINGS AND SPECIFICATIONS AND SHALL UTILIZE CORRECTIONS TO PREPARE "RECORD" DRAWINGS SHOWING CORRECTLY AND ACCURATELY THE WORK AS ACTUALLY CONSTRUCTED.

DRAWINGS SHALL INCLUDE BUT NOT BE LIMITED TO "AS-BUILT" PIPE INVERT, RM, GRATE, AND VEER ELEVATIONS OF STRUCTURES AND FINISH GRADE OF PAVEMENT AND GROUND.

EXPLOSIVES: NO BLASTING SHALL BE ALLOWED.

PUBLIC STREETS: THE USE OF PUBLIC STREETS AND ALLEYS SHALL BE SUCH AS TO PROVIDE AN OBTAINMENT OF THE PUBLIC AND TO OTHER TRAFFIC. ANY EARTH OR OTHER MATERIAL SPILLED FROM TRUCKS SHALL BE REMOVED IMMEDIATELY BY THE CONTRACTOR.

TREES, SHRUBS AND GRASS: THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR MAINTAINING IN GOOD CONDITION ALL CULTIVATED GRASS PLOTS, TREES AND SHRUBS. WHERE REMOVED SHRUBBERY, GRASS STRIPS OR AREA MUST BE REMOVED OR DESTROYED INCIDENT TO CONSTRUCTION OPERATION.

TRAFFIC CONTROL: THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER AND CONTROL AND DETOUR OF TRAFFIC IN THE AREA OF CONSTRUCTION DURING THE COURSE OF CONSTRUCTION.

DES AND PROTECTION OF WORK: THE CONTRACTOR SHALL PROTECT HIS WORK BY THE ERECTION OF SUITABLE BARRICADES AND HANDRAILS, WHERE REQUIRED.

EXISTING IMPROVEMENTS

COMPLETELY REMOVE FROM THE SITE AND DISPOSE OF THE EXISTING STRUCTURES, INCLUDING BUT NOT LIMITED TO EXISTING CONCRETE AND REINFORCED CONCRETE.

REMOVAL: PRIOR TO EXCAVATION IN PAVEMENT AREAS, MECHANICALLY SAW CUT TO REMOVE LIMITS AND REMOVE THE ASPHALTIC SURFACE CONCRETE WITHOUT DAMAGE TO THE UNDERLYING AREAS THAT ARE TO REMAIN.

HAZARDOUS SOILS: IN THE EVENT MATERIALS CONTAINING TOXIC SUBSTANCES, OIL PRODUCTS OR POLLUTANTS ARE ENCOUNTERED DURING REMOVAL OF EXISTING PIPE AND STRUCTURES OR EXCAVATION FOR INSTALLATION OF NEW WORK, IMMEDIATELY CEASE OPERATIONS AND NOTIFY THE AGENCY.

POLLUTION

WITH THE APPLICABLE PROVISIONS OF THE PERMITS. PROTECT ADJACENT WATERWAYS FROM NATION AND INCREASED TURBIDITY DUE TO CONTRACTOR'S OPERATIONS BY ALL MEANS POSSIBLE, INCLUDING THE INSTALLATION OF SILT OR TURBIDITY BARRIERS.

FOR FILL

FOR FILLS: MATERIAL CLASSIFIED AS A-1, A-3 OR A-2-4 UNDER AASHTO M 148 (3022), FREE FROM VEGETATION AND ORGANIC MATERIAL, AND WITH NOT MORE THAN 10% BY WEIGHT PASSING THE NO. 200 SIEVE.

FOR PLACEMENT IN WATER: MATERIAL CLASSIFIED AS A-1 OR A-3 UNDER AASHTO M 28 (3022).

MATERIAL: SUITABLE MATERIAL CONTAINING NO PIECES OR ROCK FRAGMENTS LARGER THAN 3/4 INCH DIAMETER RING.

D AREAS: WHEN THE TRENCH OR STRUCTURE EXCAVATION HAS BEEN SATISFACTORILY BACKFILLED AND WAPACED, REMOVE ROCKS, STONES AND OTHER DEBRIS FROM THE AREA TO BE SODDED AND RAKE THE SURFACE TO A DEPTH OF AT LEAST 2 INCHES IN PREPARATION FOR THE SOD.

NT AREAS: WHEN THE TRENCH HAS BEEN SATISFACTORILY BACKFILLED AND COMPACTED, IF THE EDGES OF THE PAVED AREAS TO PROVIDE UNIFORM STRAIGHT EDGES. REMOVE THE EXCESSIVE MATERIAL IN THE TRENCH TO THE DEPTH OF THE BOTTOM OF THE BASE IN THE CUT.

CONCRETE - 3000 PSI, USING ASTM TYPE I CEMENT.

FILLS

PLACE FILL MATERIAL IN LAYERS OF NOT MORE THAN 8- INCHES IN DEPTH MEASURED LOOSE. COMPACT TO A DENSITY OF NOT LESS THAN 95 PERCENT OF ITS MAXIMUM DENSITY AS DETERMINED BY AASHTO T98.

STORM DRAINAGE SYSTEM

MATERIALS

HOPE STORM SEWER CONSTRUCTION SHALL BE ADS N-12 WT @ FOOT CLASS II PIPE OR APPROVED EQUAL JOINTS SHALL BE WATER TIGHT INTERGRAL BELL JOINT MEETING THE REQUIREMENTS OF AASHTO M28.

BALLAST ROCK: LOCALLY PROCURED BALLAST ROCK OBTAINED FROM FRESH WATER SOURCES, WASHED FREE OF DELETERIOUS MATTER, HAVING NOT MORE THAN 45 PERCENT LOSS OF SECTION AS SPECIFIED BY AASHTO M63 GOVERNING THE LOS ANGELES ABRASION TEST.

PLASTIC FILTER FABRIC: FILTER FABRIC CONFORMING TO SECTION 988 OF THE FDOT SPECIFICATIONS AND EQUAL TO BOWEN BY MORGANSON COMPANY, TP49R BY E.L. DUPONT OR EQUIVALENT OR CARTRIDGE MILLS FILTER X.

BAFFLES: BAFFLES SHALL BE FABRICATED FROM 1/2 SECTION OF CORRUGATED ALUMINUM PIPE WITH A FLAT ALUMINUM CAP AND BOLTED IN FRONT OF THE OUTLET PIPE.

PERFORMANCE

PIPE TRENCHES: EXCAVATE THE PIPE TRENCHES TO THE WIDTHS AND DEPTHS NECESSARY FOR THE PROPER LAYING OF THE PIPE AND KEEPING THE BANKS AS NEARLY VERTICAL AS PRACTICABLE.

WHERE SHEETING AND BRACING ARE NECESSARY TO PREVENT CAVING OF THE TRENCH SIDEWALLS OR SIDEWALLS OF EXCAVATION FOR OTHER STRUCTURES, AND TO SAFEGUARD THE WORKMEN, EXCAVATE THE TRENCH OR EXCAVATION FOR OTHER STRUCTURES TO SUCH WIDTH THAT THE PROPER ALLOWANCE IS MADE FOR THE SPACE OCCUPIED BY THE SHEETING AND BRACING TO PROVIDE CLEARANCE.

PIPE INSTALLATION: INSTALL PIPE CAREFULLY, TRUE TO THE LINE AND GRADE. USE NO MORTAR JOINT COMPOUND, OR OTHER FILLER WHICH WOULD TEND TO RESTRICT THE FLEXIBILITY OF THE GASKET JOINT.

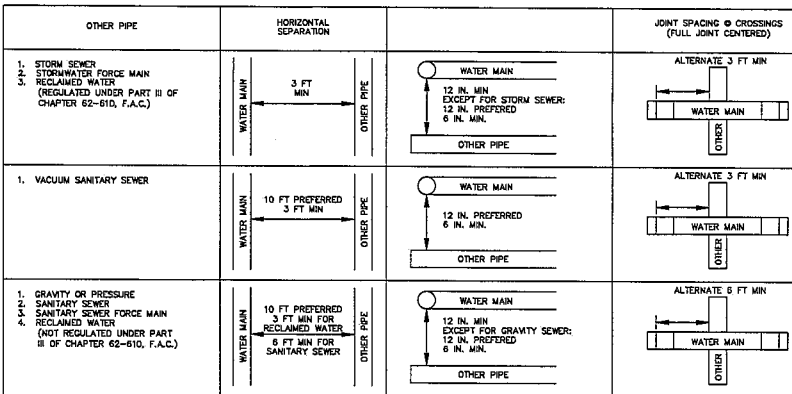
BEFORE INSTALLATION OF THE PIPE GASKET, CLEAN THE GASKET AND THE SURFACE OF THE PIPE JOINT, INCLUDING THE GASKET RECESS FREE FROM DIRT, OIL, OR OTHER FOREIGN MATTER.

DO NOT WALK ON OR WORK OVER THE PIPES AFTER THEY ARE LAID, EXCEPT AS MAY BE NECESSARY IN TAMPING EARTH AND REFILLING UNTIL THEY ARE COVERED TO A DEPTH OF 1 FOOT.

PRIOR TO INSTALLING PERFORATED PIPE IN FRENCH DRAINS, LAY THE FILTER FABRIC LOOSELY IN THE PREPARED TRENCH AND UP OVER THE SIDES AND ANCHOR IN PLACE.

BACKFILLING IN WET TRENCHES. AFTER THE INSTALLATION OF THE PIPE AND DRAINAGE STRUCTURES, PLACE GRANULAR BACKFILL MATERIAL CAREFULLY, UNIFORMLY AND SIMULTANEOUSLY ON BOTH SIDES OF THE PIPE OR STRUCTURE BY CAREFULLY LOWERING THE MATERIAL INTO THE TRENCHES DOWN TO THE WATER SURFACE AND THEN RELEASING IT TO SETTLE THROUGH THE WATER.

POTABLE WATER-SANITARY SEWER-BURIE WATER SEPARATION NOTES.

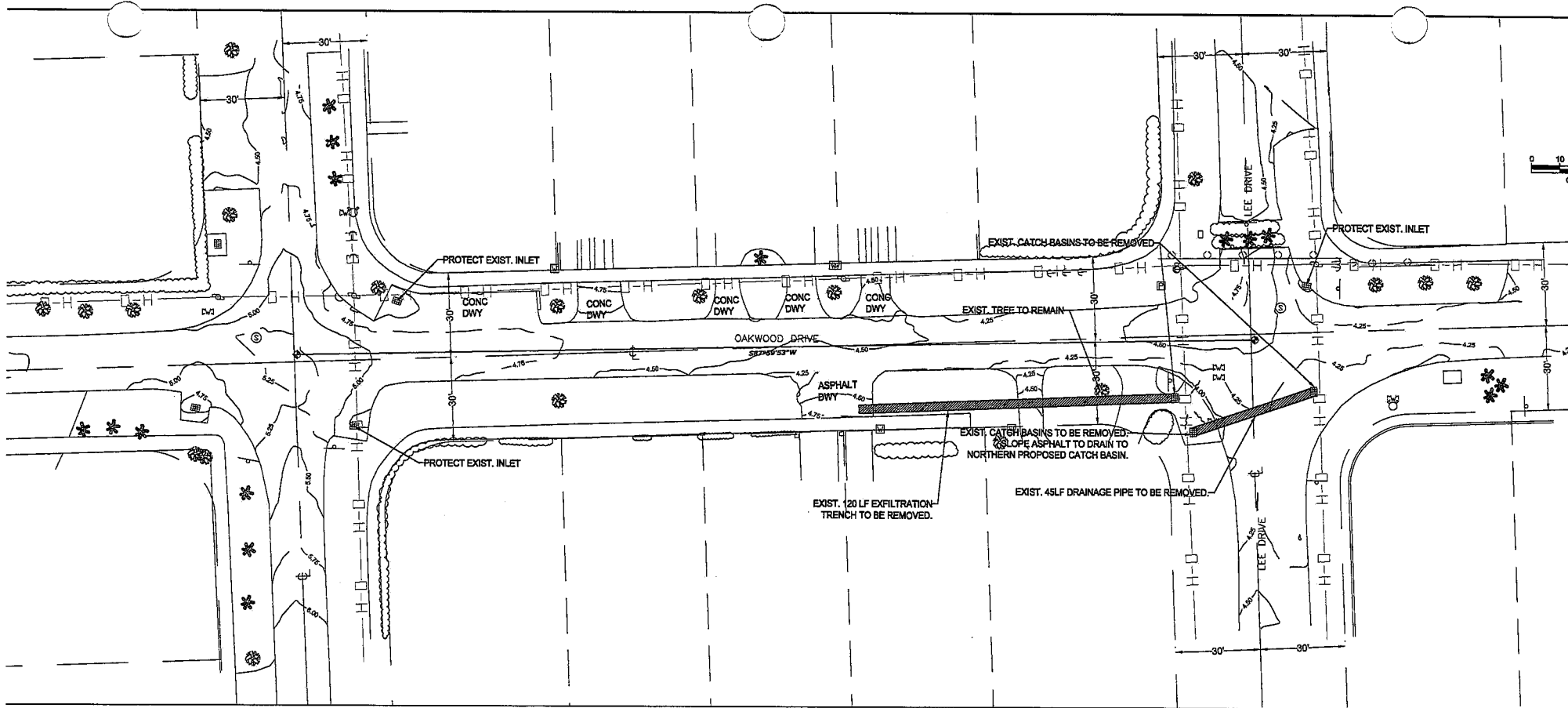
- 1) MEDICAL CROSSINGS: SANITARY SEWER SYSTEMS AND/OR REUSE WATER MAINS SHALL CROSS UNDER POTABLE WATER MAINS WHENEVER PHYSICALLY POSSIBLE.
2) HORIZONTAL SEPARATIONS: SANITARY SEWER SYSTEMS REQUIRE A MINIMUM OF A 10-FOOT HORIZONTAL SEPARATION DISTANCE (MINIMUM 6-FOOT) OUTSIDE TO OUTSIDE OF PIPE BETWEEN ANY POTABLE WATER MAIN PARALLEL INSTALLATIONS.
3) CONDITIONS: WHEREVER IT IS NOT POSSIBLE TO MAINTAIN THE MINIMUM STANDARDS IN 1) AND 2), THEN ALL PIPING MATERIAL SHALL BE DUCTILE IRON PIPE (DIP).


GENERAL NOTES

- 1) EXISTING CONDITIONS SHOWN AS HALF TONE BASED ON SURVEY PREPARED BY ATKINS IN 2015.
2) ALL ELEVATIONS SHOWN HEREON ARE IN FEET AND REFER TO M.G.V.D. OF 1929.
3) UNDER NO CIRCUMSTANCES SHALL THE CONTRACTOR LEAVE EXCAVATED TRENCHES, OR PARTS OF, EXPOSED OR OPEN AT THE END OF THE WORKING DAY, WEEKENDS, HOLIDAYS OR OTHER TIMES WHEN THE CONTRACTOR IS NOT WORKING.
4) IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL UNDERGROUND FACILITIES PRIOR TO THE START OF THE CONSTRUCTION AND COORDINATE WITH THE VARIOUS UTILITY AGENCIES TO RELOCATE, BYPASS OR OTHERWISE INSURE THAT UTILITY SERVICES WILL NOT BE INTERRUPTED OR DAMAGED DURING THE CONSTRUCTION.

LEGEND and ABBREVIATIONS section. Legend includes symbols for Catch Basin, Center Line, Fire Hydrant, Gully Pole Deadman, Gully Wire, Manhole (Sanitary Sewer), Meter (Water), Palm Tree, Sign, Tree, Utility Pole, Valve (Water), Hedge, Overhead Utility Line, Contour Line, and Guard Rail. Abbreviations include CONC. = CONCRETE, DWY = DRIVEWAY, (E) = EAST, (N) = NORTH, (NE) = NORTHEAST, PG. = PAGE, PB. = PLAT BOOK, (S) = SOUTH, (SW) = SOUTHWEST, (W) = WEST.

Project information and title block. Includes 'Drawing Date', 'Subcity', 'Project Title', 'ATKINS' logo and address (2001 NW 107th Avenue, Miami, Florida 33172), 'PUBLIC WORKS DEPARTMENT CITY OF MIAMI SPRINGS, FLORIDA', 'Drawing Title: OAKWO DRAINAGE IN', and 'Legend, AB AND GENER'. It also includes a scale of 3/4" = 1'-0" and a date of 04/09/15.



AND EROSION CONTROL NOTES

1. CONTRACTOR IS RESPONSIBLE FOR REMOVING SILT FROM SITE IF NOT REUSABLE ON-SITE AND ASSURING PLAN ALIGNMENT AND GRADE IN ALL DITCHES AND SWALES AT COMPLETION OF CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR REMOVING THE TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES AFTER COMPLETION OF CONSTRUCTION AND ONLY WHEN AREAS HAVE BEEN STABILIZED. ON-SITE PROTECTION IN ADDITION TO THE ABOVE MUST BE PROVIDED THAT WILL NOT PERMIT SILT TO LEAVE THE PROJECT CONFINES DUE TO UNSEEN CONDITIONS OR ACCIDENTS.

2. INSURE THAT ALL DRAINAGE STRUCTURES, PIPES, ETC. ARE CLEANED OUT AND WORKING PROPERLY AT TIME OF ACCEPTANCE.

3. SILT BARRIERS SHALL BE ACCOMPLISHED PROMPTLY.

4. SILT BARRIERS SHOULD BE REMOVED AFTER EACH RAINFALL. IT MUST BE REMOVED WHEN THE LEVEL OF DEPOSITION REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER. SILT BARRIERS REMAINING IN PLACE, AFTER THE FILTER BARRIERS, AND OR SILT FENCES ARE NO LONGER REQUIRED, SHALL BE DRESSED TO CONFORM TO THE EXISTING GRADE, PREPARED AND SEEDED.

5. FILTER BARRIERS SHALL BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY. IF A SILT FENCE OR FILTER BARRIER DECOMPOSE OR BECOME INEFFECTIVE PRIOR TO THE END OF THE EXPECTED USABLE LIFE AND THE BARRIER STILL BE NECESSARY, THE FABRIC SHALL BE REPLACED.

6. TRAPS SHALL BE INSPECTED AFTER EACH RAIN AND REPAIRS MADE AS NEEDED.

7. TRAPS SHALL BE REMOVED AND THE TRAP RESTORED TO ITS ORIGINAL DIMENSIONS WHEN THE SEDIMENT HAS ACCUMULATED TO THE DESIGN DEPTH OF THE TRAP. REMOVED SEDIMENT SHALL BE DEPOSITED IN SUCH A MANNER THAT IT WILL NOT ERODE.

8. CONTRACTOR IS RESPONSIBLE FOR FOLLOWING THE BEST EROSION AND SEDIMENT CONTROL PRACTICES AS OUTLINED IN THE PLANS, SPECIFICATIONS AND SOUTH FLORIDA WATER MANAGEMENT DISTRICT CRITERIA.

9. FOR INFORMATION ON SEDIMENT AND EROSION CONTROL REFER TO "THE FLORIDA DEVELOPMENT MANUAL - A GUIDE TO SOUND LAND AND WATER MANAGEMENT" FROM THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (F.D.E.P.) CHAPTER 6.

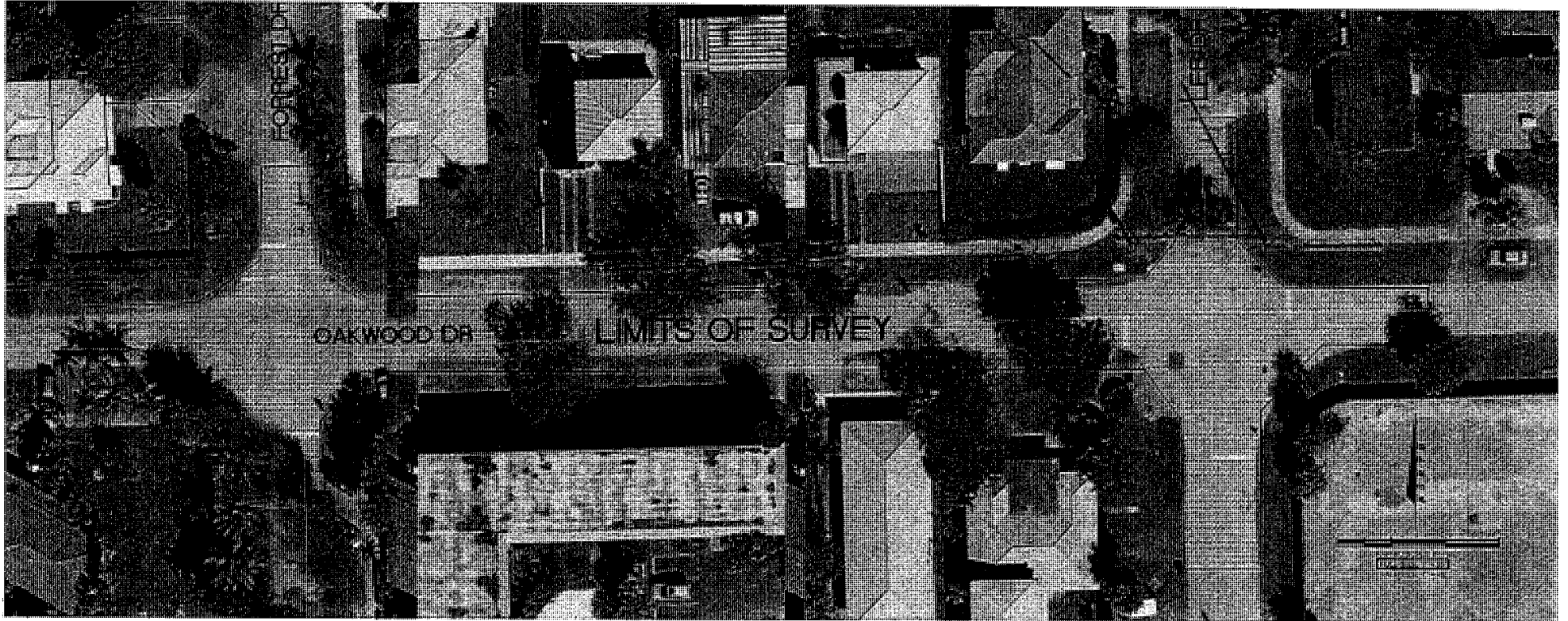
10. AREAS SHALL BE GRASSED, FERTILIZED, MULCHED AND MAINTAINED UNTIL A PERMANENT VEGETATIVE COVER IS ESTABLISHED.

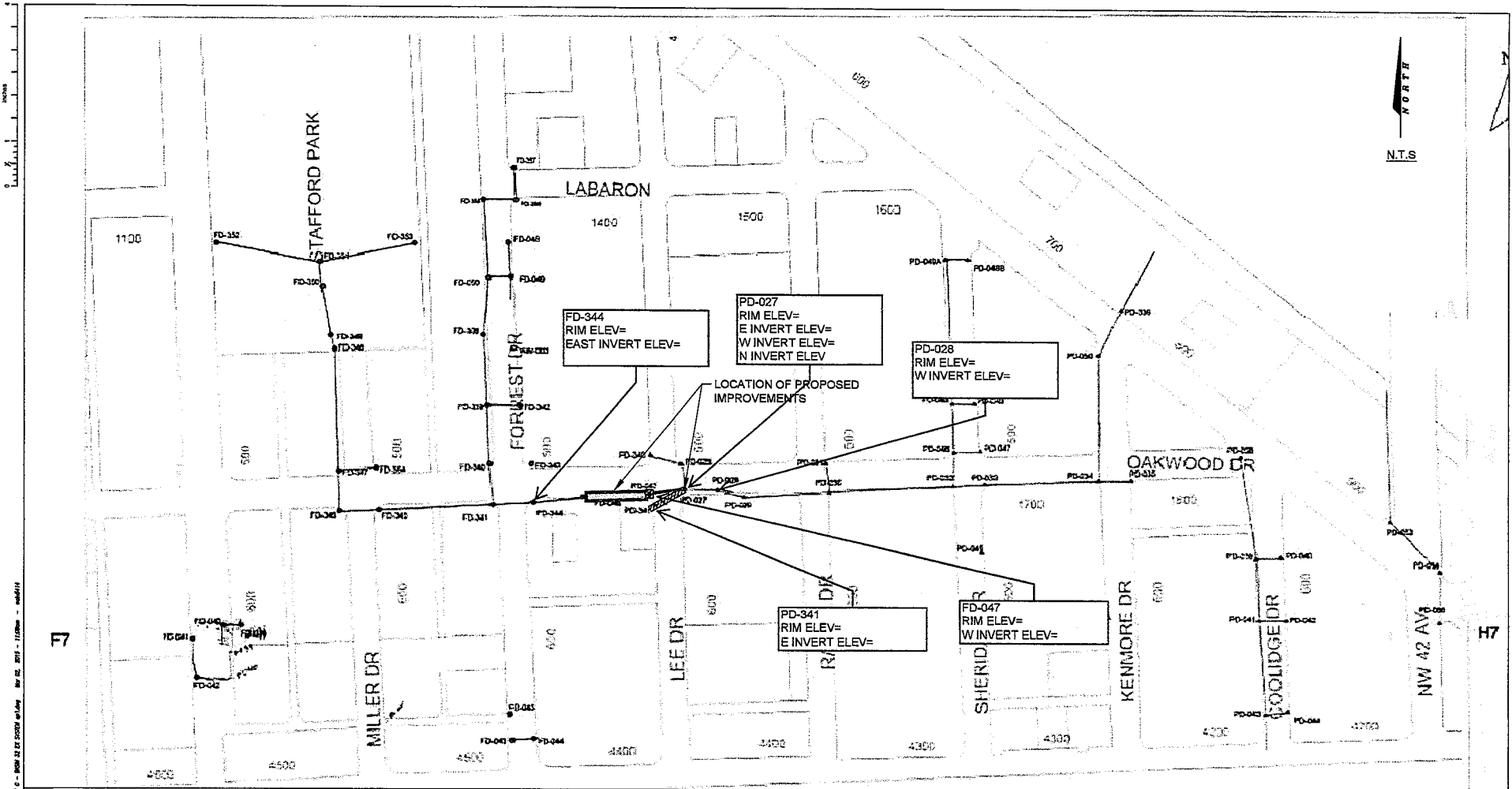
11. EROSION CONTROL MEASURES SHALL BE MAINTAINED IN AREAS WHICH MAY REQUIRE IMMEDIATE EROSION PROTECTION TO ENSURE WATER QUALITY STANDARDS ARE MAINTAINED.

12. AREAS SHALL BE STABILIZED THROUGH COMPACTION, SILT SCREENS, AND GRASSING. ALL FILL SLOPES 3:1 OR STEEPER TO RECEIVE STAKED SOLID SOD.

- 17. ALL EROSION, AND SEDIMENT CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL AFTER COMPLETION OF CONSTRUCTION, AND REMOVED ONLY WHEN AREAS HAVE BEEN STABILIZED.
- 18. THIS PLAN INDICATES THE MINIMUM EROSION AND SEDIMENT MEASURES REQUIRED FOR THE PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR MEETING ALL APPLICABLE RULES, REGULATIONS AND WATER QUALITY GUIDELINES AND MAY NEED TO INSTALL ADDITIONAL CONTROLS.
- 19. THE CONTRACTOR SHALL BE REQUIRED TO RESPOND TO ALL WATER MANAGEMENT DISTRICT INQUIRIES, RELATIVE TO COMPLIANCE OF SFWMID FOR EROSION AND SEDIMENTATION CONTROL. THE COST OF THE COMPLIANCE SHALL BE PART OF THE CONTRACT.
- 20. ALL EROSION CONTROL METHODS AND MATERIAL SHALL MEET F.D.O.T. STANDARDS AND SPECIFICATIONS.
- 21. ALL EXISTING DRAINAGE INLETS WITHIN VICINITY OF PROJECT LIMITS, INCLUDING THOSE OUTSIDE THOSE LIMITS, SHALL BE PROTECTED FROM SEDIMENTATION.
- 22. CONTRACTOR TO DETERMINE THE EXACT LOCATION OF SILT FENCING. FENCING TO BE CONSTRUCTED TO THE INTERIOR OF THE TEMPORARY FENCE/CONSTRUCTION BARRIER.

		ATKINS CORPORATE OFFICE: 4030 W. BOY SCOUT BLVD TAMPA, FLORIDA 33607 Tel: (305) 692-7275 Fax: (305) 694-8816 Copyright © Atkins Limited (2015) www.atkinsglobal.com	Project Title OAKWOOD DRIVE DEMOLITION
		PUBLIC WORKS DEPARTMENT CITY OF MIAMI SPRINGS, FLORIDA	Scale 1:20 Original Size 34 X 22 Drawing Number Designed RW Date 04/09/15





County Name: G:\Users\jacob\OneDrive\Projects\2 - 2024\22 202504 01 Day - 2024 - 11/20/24 - 11/20/24 - 11/20/24

NO.	DATE	DESCRIPTION	BY	CHECKED	APPROVED

NO.	DATE	DESCRIPTION	BY	CHECKED	APPROVED

ATKINS
 CORPORATE OFFICE:
 400 W. BOY SCOTT BLVD
 TAMPA, FLORIDA 33607
 PERM. CERTIFICATE OF
 AUTHORIZATION NO. 24
 2821 NW 167th Avenue
 Miami, Florida 33172
 Tel: (305) 552-7275
 Fax: (305) 554-8816
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PUBLIC WORKS DEPARTMENT
 CITY OF MIAMI SPRINGS, FLORIDA

**OAKWOOD DRIVE
 DRAINAGE IMPROVEMENTS**

**APPENDIX -C
 BASIN 32: STORMWATER SYSTEM
 INVENTORY**

Date	Drawn	Checked	Reviewed
3/4 X 22	CO	JW	



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager *Ron*

From: Tom Nash, Public Works Director

Subject: Oakwood Dr. drainage project

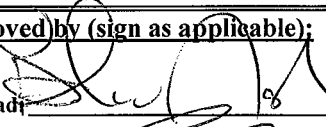

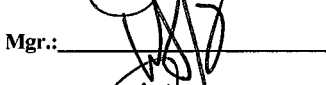

RECOMMENDATION:

Recommendation by Public Works that Council authorize the issuance of a Purchase Order to Metro Express, utilizing the City of Miami Gardens Bid #14-15-008, in an amount not to exceed \$85,754.00, as funds are available in the storm water account for the Oakwood & Lee Drive drainage improvement and restoration project to alleviate the flooding in that area which includes Stafford Park, pursuant to Section §31.11 (E)(5) of the City Code.

DISCUSSION:

The drain in this area floods with just a few hours of rains due to inadequate drainage. This project will relieve the flooding in the Oakwood/Lee Dr., Oakwood/Forrest Dr. & Stafford Park areas. We have money in the storm water fund to repair the area at this time.

Submission Date and Time: 7/16/2015 9:47 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Public Works</u>	Dept. Head: 	Dept./ Desc.: <u>Storm water improvements</u>
Prepared by: <u>Rosita Hernandez</u>	Procurement: 	Account No.: <u>440-3901-539- 6300</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: 	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ _____
		Current request: \$ <u>85,754.00</u>
		Total vendor amount: \$ <u>85,754.00</u>



Metro Express, Inc.
State Wide General Engineering Contractors
CGCO50965- E-201301

Licensed
 Insured
 Bonded

PROPOSAL

Quote No. 061715-001

Date: 6/17/2015

To:	City of Miami Springs Public Works Department 345 N Royal Poinciana Blvd Miami Springs FL 33166-5259		
Contact	Lazaro Garaboa	Phone: 305-805-5170	Fax: 305-805-5195
Job:	Oakwood Storm Water Improvements		

We hereby propose to furnish all labor, material and equipment subject to terms and conditions as follows:

The job will include and be limited to the following:

	Unit	Qty	UP	Total
Mobilization/Demobilization	LS	1	4000	4,000.00
MOT	EA	1	2000.00	2,000.00
French Drain/Storm Sewer Pipe Installation	LF	145	160.00	23,200.00
New Catch Basin Installation	EA	3	6000.00	18,000.00
Baffle	EA	6	500.00	3,000.00
Connection to Existing Pipe	EA	4	600.00	2,400.00
Removal and Disposal of Existing Catch Basin	EA	3	500.00	1,500.00
Concrete Sidewalk 6" thick	SF	150	5.00	750.00
Silt Protection	LS	1	800.00	800.00
Subgrade Stabilization	SY	142	15.00	2,130.00
Limerock Base 8" thick	SY	142	18.00	2,556.00
Asphalt Restoration type S-III, 1" thick	SY	142	20.00	2,840.00
Driveway Approach Restoration, Asphalt-1" thick type S-III and 6" limerock	SY	89	30.00	2,670.00
Temporary Asphalt on Crossing	TN	5	150.00	750.00
Sod Restoration	SY	158	9.00	1,422.00
			TOTAL:	\$68,018.00

Important: City will be responsible for removing existing Tree

Notes:

**Price do not include any permit (to be obtained by others), MOT, surveying, tree removal, valve adjustment, testing, layout, marking, painting, as-built, regrading, landscaping, etc
 **Not responsible for area not ready, cars or any other obstacle in the area of work. **Work to be performed in....
regular daily operation hours during weekdays. ***All other job not listed above will be billed at additional charge.

We hereby propose to furnish labor and materials, complete in accordance with above specifications, for the sum shown above, with payment to be made within 30 days after work completed.

THIS PROPOSAL SUBJECT TO ACCEPTANCE WITHIN 30 DAYS AND IS VOID THEREAFTER AT THE OPTION OF METRO EXPRESS INC.

Authorized Signature: A.F.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do work as specified. Payment will be made as outline above and interest charges may be charged upon delinquent accounts.

ACCEPTED BY: Thomas W. Nott [Signature]
 name signature

DATE: 07/09/15



PROPOSAL

Quote No. 061715-002

Date: 6/17/2015

To:	City of Miami Springs Public Works Department 345 N Royal Poinciana Blvd Miami Springs FL 33166-5259		
Contact	Lazaro Garaboa	Phone: 305-805-5170	Fax: 305-805-5195
Job:	Intersection of Lee and Oakwood		

We hereby propose to furnish all labor, material and equipment subject to terms and conditions as follows:

The job will include and be limited to the following:

	<u>Unit</u>	<u>Qty</u>	<u>UP</u>	<u>Total</u>
Milling	SY	614	4	2,456.00
Asphalt Restoration type S-III, 1" thick	SY	614	20.00	12,280.00
Striping	LS	1	3000.00	3,000.00

TOTAL: \$17,736.00

Notes:

**Price do not include any permit (to be obtained by others), MOT, surveying, tree removal, valve adjustment, testing, layout, marking, painting, as-built, regrading, landscaping, etc
 **Not responsible for area not ready, cars or any other obstacle in the area of work. **Work to be performed in....
regular daily operation hours during weekdays. ***All other job not listed above will be billed at additional charge.

We hereby propose to furnish labor and materials, complete in accordance with above specifications, for the sum showm above, with payment to be made within 30 days after work completed.

THIS PROPOSAL SUBJECT TO ACCEPTANCE WITHIN 30 DAYS AND IS VOID THREATER AT THE OPTION OF METRO EXPRESS INC.

Authorized Signature: A.F.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do work as specified. Payment will be made as outline above and interest charges may be charged upon/deliquent accounts.

ACCEPTED BY: Thomas W. Napp
name

[Signature]
signature

DATE: 6/17/15



City of Miami Gardens
18605 NW 27th Avenue
Miami Gardens, Florida 33056

February 12, 2015

Mr. Delio Trasobares
Metro Express, Inc.
9442 NW 109th Street
Medley, FL 33178

NOTICE OF AWARD

RE: BID#14-15-008 NW 177th Terrace Drainage Improvements Project

Dear Mr. Trasobares:

Congratulations!! The City Council awarded the above referenced bid on February 11, 2015, and authorized the City Manager to execute an agreement with your company in the amount of \$226,350.90, for the base bid, in accordance with the terms and conditions of the bid specifications.

Please forward to my office, within ten days per specifications, the following documents:

1. Signed Agreements 2 copies (enclosed)
2. Certificate of Insurance naming the City of Miami Gardens as an additional insured
3. 100% Performance Bonds and 100% Payment Bonds (enclosed)
4. All required documents i.e. Construction Schedule, Schedule of Values, Sub-Contractors' proof of insurance

A pre-construction meeting will be scheduled in the near future and will be held at Developmental Services Conference Room, 18605 NW 27th Avenue, Miami Gardens, FL. You will be notified via e-mail. The project manager, project supervisor and any other pertinent personnel should plan on attending this meeting.

Again congratulations and we are looking forward to working with you and your company.

Sincerely,

Pam Thompson

Pam Thompson, CPPO, FCPM, FCN
Procurement Manager

Enc.



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ronald K. Gorland, City Manager *RK Gorland*

From: Karen Rosson, Elderly Services Director

Subject: Catering Services for Nutrition Programs for the Elderly

RECOMMENDATION:

Recommendation by the Elderly Services Department that Council award City Bid #04-14/15 to Greater Miami Caterers, Inc., the only responsible bidder, in an amount not to exceed \$167,146.00, for Catering Services for the City of Miami Springs Senior Center's Nutrition Programs for the Elderly as funds are to be approved in the FY15/16 Budget, pursuant to Section §31.11 (E)(1) of the City Code.

DISCUSSION:

On July 21, 2015, a single bid was opened, publicly read and recorded for the City's RFP #04-14/15 for the provision of food catering services for the City's Congregate and Home Delivered Nutrition Programs for the Elderly for the period of 10/1/15—9/30/16. The City is under contract with the Alliance for Aging, Inc. and the Florida Department of Elder Affairs to provide up to 29,685 congregate meals and up to 13,451 home delivered weekday meals during calendar year 2015 utilizing grant funding from the Older Americans' Act Title III C-1, III C-2, and the Nutrition Services Incentive Program. The City's contract with the Alliance for Aging will be renewed for 2016 and it is anticipated that the funding award will stay the same.

In accordance with the City's Code of Ordinances and procurement policies, a Request for Proposal was issued seeking competent bidders for the provision of catering services for the City's Nutrition Programs for the Elderly. The issued specifications incorporated all known Federal and State regulations governing this program and were pre-approved by the local Area Agency on Aging under contract with the State's Department of Elder Affairs. The RFP was advertised and available on the City's website and Demand Star by Onvia to all who inquired. In addition, the RFP was emailed to those listed on an established vendor's list.

In response to the City's RFP, Greater Miami Caterers, Inc. submitted the lone proposal for the following unit prices:

	<u>Current Cost</u>	<u>Bid Price</u>
CONGREGATE MEALS:	\$3.03	\$3.18
HOME DELIVERED WEEKDAY MEALS:	\$3.91	\$4.10
HOME DELIVERED WEEKEND MEALS:	\$3.58	\$3.76

It is my recommendation that this contract be awarded to the sole bidder, Greater Miami Caterers, Inc., for the following reasons:

- GMC has served the City's Nutrition Programs for the Elderly over the last twenty-two years and has demonstrated excellence in the field of contractual institutional feeding as required in the City's bid specifications;
- Participant satisfaction with GMC's menus and service have rated consistently high during the last contract period as well as over the past nineteen years;
- GMC has historically been willing and able to accommodate the cultural and ethnic food preferences of our program participants;
- GMC has submitted the required documentation and verifications as required and have affirmed their bid was made in accordance with all terms and conditions set forth in the city's bid document for the prices quoted.

Although it is not feasible to provide an absolute cost as line item expenditures fluctuate based on the actual number of meals served, the following totals are believed to be realistic:

29,685 Congregate Meals @	\$3.18/meal =	\$ 94,399
13,451 Home Delivered Weekday Meals @	\$4.10/meal =	\$ 55,150
*. 4,680 Home Delivered Weekend Meals @	\$3.76/meal =	<u>\$ 17,597</u>
	TOTAL:	\$167,146

The City will be the sole judge of non-performance and any failure to comply with the conditions of this bid award may result in the termination of the contract anytime after it is awarded to Greater Miami Caterers, Inc.

FISCAL IMPACT: \$17,597*

Submission Date and Time: 8/6/2015 8:17 AM

<p><u>Submitted by:</u></p> <p>Department: <u>Elderly Services</u></p> <p>Prepared by: <u>Karen Rosson</u></p> <p>Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><u>Approved by (sign as applicable):</u></p> <p>Dept. Head: _____</p> <p>Procurement: _____</p> <p>Asst. City Mgr.: _____</p> <p>City Manager: _____</p>	<p><u>Funding:</u></p> <p>Dept./ Desc.: <u>Elderly Services</u></p> <p>Account No.: <u>140-5101-519.52-04</u> <u>140-5102-519.52-04</u> <u>140-5102-519.52-21</u></p> <p>Additional Funding: Older Americans Act Title III grant (Contracts #AA-1505 and AA-1605) and Nutrition Services Incentive Program (Contract #US-1645); *the City funds the cost of the Home Delivered Weekend Meals for Miami Springs residents</p> <p>Amount previously approved: \$ _____</p> <p>Current request: \$ <u>167,146.00</u></p> <p>Total vendor amount: \$ <u>167,146.00</u></p>
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**REQUEST FOR PROPOSAL (RFP) and CONTRACT for
CATERING SERVICES for the CITY OF MIAMI SPRINGS SENIOR CENTER'S
NUTRITION PROGRAMS FOR THE ELDERLY**

ISSUED BY: **THE CITY OF MIAMI SPRINGS**

NAME: Tammy Romero, Professional Services Supervisor

ADDRESS: Miami Springs City Hall, 201 Westward Drive, Miami Springs, FL 33166

BID NUMBER: RFP# 04-14/15

BID ISSUE DATE: June 19th, 2015 BID OPENING: Tuesday, July 21st, 2015

LOCATION: Council Chambers, 2nd floor TIME: 2:30 p.m.

CONTRACT COMMENCEMENT DATE: October 1, 2015

CONTRACT EXPIRATION DATE: September 30, 2016

PER MEAL: FOR PAYMENT WITHIN 45 DAYS OF RECEIPT OF INVOICE

CONGREGATE MEALS (Title III C-1): \$ 3.18

HOME DELIVERED WEEKDAY MEALS (Title III C-2): \$ 4.10

HOME DELIVERED WEEKEND MEALS (Non-DOEA): \$ 3.76

NAME OF BIDDER: Greater Miami Caterers, Inc.


(Authorized Representative of Bidder)

STREET ADDRESS: 4001 NW 31st Avenue

John Olmo
Type or Print Name of Representative

CITY, STATE, ZIP CODE: Miami, FL 33142

Vice-President
Title of Representative

TELEPHONE: (305) 633-4616

This document contains a Request for Proposal (RFP) for the purchasing of meals to be served to the participants of the City of Miami Springs' Nutrition Programs for the Elderly and sets forth the terms and conditions applicable to the proposed procurement. Upon acceptance, this document shall constitute the contract between the Bidder and the City of Miami Springs.

ACCEPTANCE

BY: _____

WITNESS: _____

TITLE: _____

DATE: _____

BID PROPOSAL

The Contractor agrees to furnish all labor, materials, supplies, supervision, transportation, and services necessary to furnish and deliver meals at the designated times and in the manner called for in these bid specifications for the following price:

- | | | |
|----|------------------------------|----------------|
| 1. | Congregate Meals | \$ <u>3.18</u> |
| 2. | Home Delivered Weekday Meals | \$ <u>4.10</u> |
| 3. | Home Delivered Weekend Meals | \$ <u>3.76</u> |

Bidders must provide a detailed breakdown of each meal (average daily cost of items) in this bid submittal, as follows. (Please keep in mind that Grantee is exempt from sales tax.)

	<u>Congregate Meals</u>	<u>Home Delivered Weekday Meals</u>	<u>Home Delivered Weekend Meals</u>
<u>Raw Food Costs:</u>			
Entrée: Meat or Alternative	\$ <u>0.87</u>	\$ <u>0.87</u>	\$ <u>0.87</u>
Vegetable	\$ <u>0.23</u>	\$ <u>0.23</u>	\$ <u>0.23</u>
Fruit	\$ <u>0.22</u>	\$ <u>0.22</u>	\$ <u>0.22</u>
Salad	\$ <u>0.23</u>	\$ <u>0.23</u>	\$ <u>0.23</u>
Grain: Bread or Substitute	\$ <u>0.121</u>	\$ <u>0.121</u>	\$ <u>0.121</u>
Butter/Margarine	\$ <u>0.006</u>	\$ <u>0.006</u>	\$ <u>0.006</u>
Dessert	\$ <u>0.235</u>	\$ <u>0.235</u>	\$ <u>0.235</u>
Beverage: Milk	\$ <u>0.26</u>	\$ <u>0.26</u>	\$ <u>0.26</u>
Juice - Not On Menu	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
TOTAL RAW FOOD COSTS:	\$ <u>2.172</u>	\$ <u>2.172</u>	\$ <u>2.172</u>
<u>Condiments: - Included in Raw foods Cost</u>			
Ketchup	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
Mustard	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
Salt	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
Salad Dressing	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
Pepper	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>
TOTAL CONDIMENT COSTS:	\$ <u>---</u>	\$ <u>---</u>	\$ <u>---</u>

(NOTE: Bidders must provide samples of proposed disposables and packaging with this bid submittal.)

Disposables:

Paper or Styrofoam Tray	\$ <u>0.034</u>	\$ <u>-----</u>	\$ <u>-----</u>
Cutlery - In Packet Kit	\$ <u>0.044</u>	\$ <u>-----</u>	\$ <u>-----</u>
Napkin - In Packet Cost	\$ <u>-----</u>	\$ <u>-----</u>	\$ <u>-----</u>
Cup (s)	\$ <u>0.017</u>	\$ <u>-----</u>	\$ <u>-----</u>
Bowls (s)	\$ <u>0.012</u>	\$ <u>-----</u>	\$ <u>-----</u>
Straw (s)	\$ <u>in kit</u>	\$ <u>-----</u>	\$ <u>-----</u>
Aluminum Pans	\$ <u>0.025</u>	\$ <u>-----</u>	\$ <u>-----</u>
Home Del. Trays w/Lids	\$ <u>-----</u>	\$ <u>0.244</u>	\$ <u>0.244</u>
TOTAL SUPPLY COSTS:	\$ <u>0.132</u>	\$ <u>0.244</u>	\$ <u>0.244</u>

Note: Paper towels and table coverings to be provided by the Grantee

Transportation:

Vehicle Amortization	\$ <u>0.062</u>	\$ <u>0.086</u>	\$ <u>0.079</u>
Maint., Ins., Depreciation & Delivery Personnel	\$ <u>0.125</u>	\$ <u>0.90</u>	\$ <u>0.695</u>
TOTAL TRANS. COSTS:	\$ <u>0.187</u>	\$ <u>0.986</u>	\$ <u>0.774</u>

TOTAL FOOD PREP. COSTS: \$ 0.241 \$ 0.447 \$ 0.34

TOTAL EQUIP. COSTS: \$ ----- \$ ----- \$ -----

Other:

Mortgage, Rent, Utilities, Administrative, Bank Fees, computer Technologies, Depreciation, Licenses, Pest Control, Professional Fees, Repair & Maintenance, Security, Kitchen Supplies, Trash Removal & Uniforms.	\$ <u>0.353</u>	\$ <u>0.128</u>	\$ <u>0.117</u>
	\$ <u>-----</u>	\$ <u>-----</u>	\$ <u>-----</u>
	\$ <u>-----</u>	\$ <u>-----</u>	\$ <u>-----</u>
	\$ <u>-----</u>	\$ <u>-----</u>	\$ <u>-----</u>

PROFITS: \$ 0.095 \$ 0.123 \$ 0.113


TOTALS: \$ 3.18 \$ 4.10 \$ 3.76



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager 
William Alonso, Asst. City Manager

From: Tammy Romero, Professional Services Supervisor

Subject: Recommendation of Award for Fleet Maintenance Services

Recommendation by Finance- Professional Services that Council award City RFP # 05-14/15 to First Vehicle Services, the lowest responsible bidder, in an amount not to exceed \$ 18,262.80 monthly (\$219,153.63 annually), for Fleet services maintenance on all citywide vehicles, equipment and machinery, as funds are to approved in the FY15/16 Budget, pursuant to Section §31.11 (E)(1) of the City Code.

DISCUSSION: On June 25th, 2015, we advertised a Request for Proposals (RFP# 05-14/15) for Fleet services maintenance on all citywide vehicles, equipment and machinery. A mandatory pre-bid meeting was held on July 15, 2015 with 2 firms in attendance (Attachment "A").

On July 28th, the Request for Proposals were due and the two companies responded (Attachment "B"). Both were deemed responsive and responsible.

The ranking was based on cost, experience and qualifications. The recommendation is to award a contract to First Vehicle Services for a one (1) year period with the option to renew an additional four (4) one (1) year periods on a year-to-year basis.

FISCAL IMPACT: None, as this will be budgeted with the FY15/16 budget.

Submission Date and Time: 8/6/2015 8:15 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Finance</u>	Dept. Head: _____	Dept./ Desc.: <u>various depts. - Other contractual services</u>
Prepared by: <u>Tammy Romero</u>	Procurement: _____	Account No.: <u>various citywide</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: _____	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: _____	Amount previously approved: \$ _____
		Current request: \$ <u>219,153.63</u>
		Total vendor amount: \$ <u>219,153.63</u>

Mandatory Pre-Bid Meeting

Attachment A

Request for Proposal #05-14/15
Fleet Services/ Maintenance
July 15, 2015 at 9:30 A.M.

Name: *Jeffrey Ochs* Company: *First Vehicle Services* Address: *600 Vine Street Cincinnati, OH 45202*
Phone: *602-617-0537* E-Mail: *jeff.ochs@firstgroup.com*

Name: *Bill Worrell* Company: *Vector Fleet Mgt* Address: *9300 Harris Corners Rikwy*
Phone: *704-840-9044* E-Mail: *B.worrell@vectorfleetcharlotte.nc.28269.com*

Name: _____ Company: _____ Address: _____
Phone: _____ E-Mail: _____

Name: _____ Company: _____ Address: _____
Phone: _____ E-Mail: _____

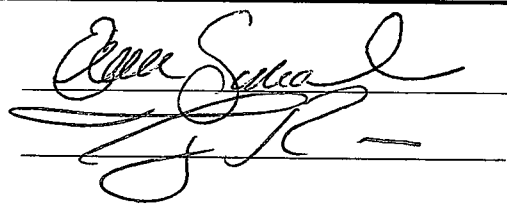
Name: _____ Company: _____ Address: _____
Phone: _____ E-Mail: _____

Name: _____ Company: _____ Address: _____
Phone: _____ E-Mail: _____

Bid Opening
RFP# 05-14/15
FLEET SERVICES / MAINTENANCE
 at 345 N. Royal Poinciana Blvd.
 Opened July 28, 2015 at 2:30 P.M.

Attachment B

VENDOR NAME	BID BOND Y/N	AMOUNT
1. Vector Fleet Mngmnt.	Yes	Staffing Rate Mechanic 1: 36.50
		Staffing Rate Mechanic 2: 31.75
		Staffing Rate Mechanic 3: 30.56
		Admin. Fees: 2.53
		Misc. Fees: 5.32
		Overtime Rates: 51.40/hr
		Holiday Rates: 34.20/hr
2. First Vehicle Services	Yes.	Staffing Rate Mechanic 1: 31.85
		Staffing Rate Mechanic 2: 31.85
		Staffing Rate Mechanic 3: 31.85
		Admin. Fees: 3,151.18
		Misc. Fees: 1,363.92
		Overtime Rates: 41.63
		Holiday Rates: 41.63.

Witnessed by: 



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager *Ron Gorland*

From: Paul O'Dell, Golf and Country Club Director

Subject: Harrell's

RECOMMENDATION:

Recommendation by Golf that Council authorize the issuance of a Purchase Order to Harrell's, utilizing Miami Dade County contract # 9020-1/19, on an "as needed basis" in the amount of \$4,000.00, for liquid fertilizer as funds were approved in the FY14/15 Budget, pursuant to Section §31.11 (E)(5) of the City Code.

DISCUSSION: To continue treating and improve playability of the greens, tees, fairways and roughs.

Submission Date and Time: 8/4/2015 7:56 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Golf</u>	Dept. Head: <u><i>Paul O'Dell</i></u>	Dept./ Desc.: <u>Golf Course Maintenance</u>
Prepared by: <u>Laurie Bland</u>	Procurement: <u><i>[Signature]</i></u>	Account No.: <u>001-5708-572-52-31</u>
Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Asst. City Mgr.: <u><i>[Signature]</i></u>	Additional Funding: <u>N/A</u>
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: <u><i>[Signature]</i></u>	Amount previously approved: \$ <u>48,000.00</u>
		Current request: \$ <u>4,000.00</u>
		Total vendor amount: \$ <u>52,000.00</u>



CITY OF MIAMI SPRINGS
OFFICE OF THE CITY CLERK
201 Westward Drive
Miami Springs, FL 33166-5259
Phone: 305.805.5006
Fax: 305.805.5028

TO: Honorable Mayor Garcia and Members of the City Council
FROM: Erika Gonzalez-Santamaria, City Clerk
DATE: May 20, 2015
SUBJECT: PENDING BOARD APPOINTMENTS

The following appointments are pending:

<u>APPOINTMENT COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>NEW TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<u>Board of Adjustment/Zoning and Planning Board</u>				
Mayor Xavier Garcia	Juan Molina	04-30-2015	01-29-2015	01-29-2015
Vice Mayor Best	Bob Calvert	04-30-2015	01-28-2013	01-28-2013
Councilman Bain	Ernie Aloma	04-30-2016	04-13-2009	01-11-2011
Councilwoman Buckner	Bill Tallman	04-30-2016	01-11-2010	05-14-2012
Councilman Petralanda	Manuel Pérez-Vichot	04-30-2014	12-14-1998	04-25-2011
Councilman Petralanda	VACANT	10-31-2015		
<u>Architectural Review Board</u>				
Mayor Xavier Garcia	Marc Scavuzzo*	10-31-2014	08-27-2012	10-08-2012
Vice Mayor Best	Valentine Soler	10-31-2014	01-14-2013	01-14-2013
Councilman Bain	Joe Valencia*	10-31-2014	02-27-2012	02-27-2012
Councilwoman Buckner	Fredy Albiza*	10-31-2014	08-27-2012	11-19-2012
Councilman Petralanda	Ana Paula Ibarra*	10-31-2014	10-10-2011	10-08-2012
<u>Code Enforcement Board</u>				
Mayor Xavier Garcia	Jorge Filgueira*	11-30-2014	08-27-2012	08-27-2012
Mayor Xavier Garcia	Walter Dworak	09-30-2016	11-14-2005	09-14-2010
Vice Mayor Best	Marlene B. Jiménez	09-30-2015	03-02-2005	09-24-2012
Councilman Bain	John Bankston	09-30-2014	09-23-2002	09-10-2012
Councilman Bain	Rhonda Calvert	09-30-2014	09-25-2006	09-10-2012
Councilwoman Buckner	Jacqueline Martinez Regueira	09-30-2015	06-09-2003	11-19-2012
Councilman Petralanda	Robert (Bob) Williams	09-30-2016	03-10-2008	10-25-2010
<u>Code Review Board</u>				
Mayor Xavier Garcia	VACANT	04-30-2015		
Vice Mayor Best	Maria (Nuñez) Garrett	04-30-2014	05-08-2009	04-23-2012
Councilman Bain	Arthur Freyre	04-30-2017	05-19-2009	05-09-2011
Councilwoman Buckner	Dan Dorrego	04-30-2016	08-11-2003	05-24-2010
Councilman Petralanda	Jana Armstrong	04-30-2016	06-11-2001	05-10-2010
<u>Disability Advisory Board</u>				
Mayor Xavier Garcia	VACANT	12-31-2016		
Vice Mayor Best	Catherine Stadnik	12-31-2016	12-14-1998	02-14-2011
Councilman Bain	Grace Bain	12-31-2016	01-13-2014	01-13-2014
Councilwoman Buckner	Richard Barnes	12-31-2016	05-11-2009	01-24-2011
Councilman Petralanda	Thomas W. Cannon	12-31-2016		

Ecology Board

Mayor Zavier Garcia	Wendy Anderson Booher*	04-30-2015	01-12-2009	04-09-2012
Vice Mayor Best	Trina Aguila	04-30-2015	10-28-2013	10-28-2013
Councilman Bain	Carl Malek*	04-30-2017	11-22-2010	05-09-2011
Councilwoman Buckner	Marielys Acosta	04-30-2016	09-09-2013	09-09-2013
Councilman Petralanda	Steve Owens	04-30-2016	08-12-2013	08-12-2013

Education Advisory Board

Mayor Zavier Garcia	Alyssa C. Roelans	05-31-2015	02-17-2015	02-17-2015
Vice Mayor Best	Constantino Hernandez	05-31-2015	04-27-2015	04-27-2015
Councilman Bain	Dr. Mara Zapata*	05-31-2015	06-13-2011	06-13-2011
Councilwoman Buckner	Iliia Molina	05-31-2015	02-05-2015	02-05-2015
Councilman Petralanda	Kim Werner	05-31-2015	05-13-2013	05-13-2013

Golf and Country Club Advisory Board

Mayor Zavier Garcia	Michael Domínguez*	07-31-2015	04-12-2010	09-26-2011
Vice Mayor Best	Mark Safreed	07-30-2015	08-08-2005	06-27-2011
Councilman Bain	George Heider	07-31-2015	08-13-2001	06-27-2011
Councilwoman Buckner	Ken Amendola*	07-31-2015	10-10-2011	10-10-2011
Councilman Petralanda	Art Rabade	07-31-2015	03-11-2013	03-11-2013

Historic Preservation Board

Mayor Zavier Garcia	Sydney Garton	01-31-2016	11-08-1993	02-08-2010
Vice Mayor Best	Charles M. Hill	02-28-2015	03-08-2004	03-26-2012
Councilman Bain	Yvonne Shonberger	02-28-2017	06-13-2005	09-10-2012
Councilwoman Buckner	Dr. James Watson	02-28-2015	06-09-2014	06-09-2014
Councilman Petralanda	Jo Ellen Phillips	01-31-2016	2-14-2013	08-26-2013

Board of Parks & Parkways

Mayor Zavier Garcia	Eric Richey	04-30-2015	02-13-1989	04-09-2012
Vice Mayor Best	Tammy K. Johnston	04-30-2015	04-27-2006	04-09-2012
Councilman Bain	Lynne V. Brooks*	04-30-2015	08-08-2011	04-09-2012
Councilwoman Buckner	Irene Priess	04-30-2017	08-13-2001	04-25-2011
Councilman Petralanda	Lee Fisher	04-30-2017	03-23-2015	03-23-2015

Recreation Commission

Mayor Zavier Garcia	E. Jorge Santin	04-30-2016	04-14-2008	12-13-2010
Vice Mayor Best	Mark A. Johnston	04-30-2018	04-22-2013	04-22-2013
Councilman Bain	Dr. Stephanie Kondy	04-30-2017	06-13-2005	09-10-2012
Councilwoman Buckner	VACANT	04-30-2015		
Councilman Petralanda	Alexander Anthony	04-30-2016	08-12-2013	08-12-2013

* Architectural Review Board

Ecology Board - Council confirmation required per §32.40

Education Advisory Board - Council confirmation required per §32.99 (A)

Board of Parks and Parkways – Council confirmation required per §32.30

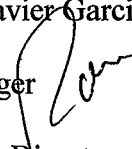
“No Board/Commission member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for two years thereafter, unless the appointment for any additional term shall be confirmed by a majority of the City Council.”



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager 

From: Tom Nash, Public Works Director

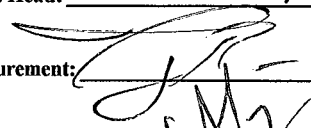
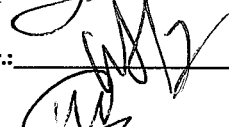
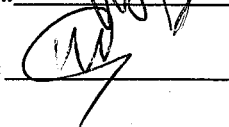
Subject: PO 150687 increase

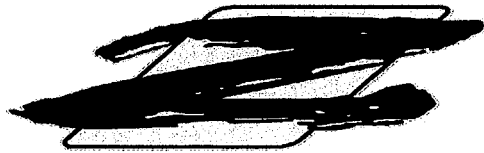
RECOMMENDATION:

Recommendation by Public Works that Council authorize the issuance of a Change order to the previously awarded contract under the City's RFP #03-14/15 to Z Roofing for replacing gypsum around the parapet wall, raising the electrical units and removing and replacing the electrical vents on the City Hall roof, in an amount not to exceed \$8,400.00, coming from the designated fund balance, pursuant to Section §31.11 (E) (1) of the City Code.

DISCUSSION: Z Roofing was awarded the city bid 03-14/15 and was approved on the May 11, 2015 agenda. This was unforeseen work that came out as the progress of the work continued. The bulk of the \$8,400.00 is for the electrical vent which cost \$5,400.00 since the current one was no good.

Submission Date and Time: 8/5/2015 2:00 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Public Works</u>	Dept. Head: <u>Not Avail.</u>	Dept./ Desc.: <u>Public Works / Building Division</u>
Prepared by: <u>Rosita Hernandez</u>	Procurement: 	Account No.: <u>001-5405-541-6300</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: 	Additional Funding: <u>\$8,500.00</u>
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ <u>111,385.00</u>
		Current request: \$ <u>8,500.00</u>
		Total vendor amount: \$ <u>119,885.00</u>



ROOFING & WATERPROOFING

TEL 305-623-ROOF | FAX 305-384-1209 | WWW.ZROOFING.COM | 2525 W 3 COURT, HIALEAH, FL 33010

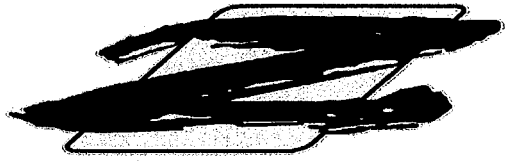
7/16/2015

Owner's Information

Proposal Submitted To: City of Miami Springs	Attention: Tom Nash	Job Name: City Hall Re-Roof
Address: 201 Westward Drive		Job Address: 201 Westward Drive Miami Springs, Fl
City Miami Springs	State Fl	Zip 33166
		Phone Email: 305.805.5000 nasht@miamisprings-fl.gov

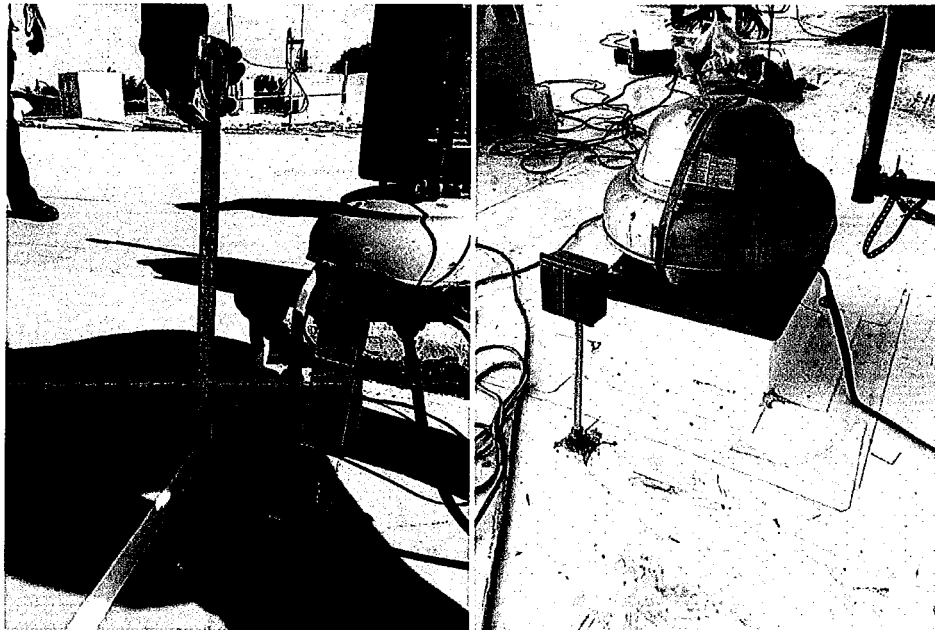
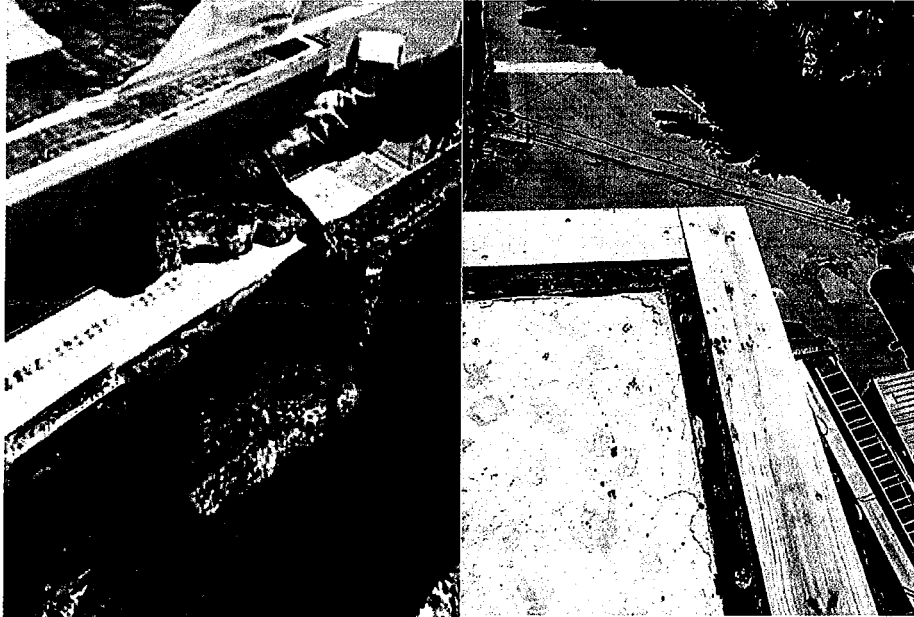
Payment Breakdown

Change Order	Break Down	Quantity	AMOUNT
2x12 Wood Nailer	Replacing the Gypsum around the Parapet wall. Gypsum is rotted, and had to be removed and replaced with a 2x12 Wood Nailer.	1	\$1,200.00
Raise Electrical Units	Remove Roof Electrical connection of the exhaust fan units 120 volt, race them up to code, install all new electrical wires from interior police department second floor location with new wires, connect all new electrical connection to each unit on roof, with new 120 volts service disconnect switches.	1	\$1,800.00
Remove and Replace Electrical Vent.	Remove and Replace Electrical vent with Brand New one. Current one was dead.	3	\$5,400.00
TOTAL AMOUNT			\$8,400.00



ROOFING & WATERPROOFING

TEL 305-623-ROOF | FAX 305-384-1209 | WWW.ZROOFING.COM





Z ROOFING & WATERPROOFING

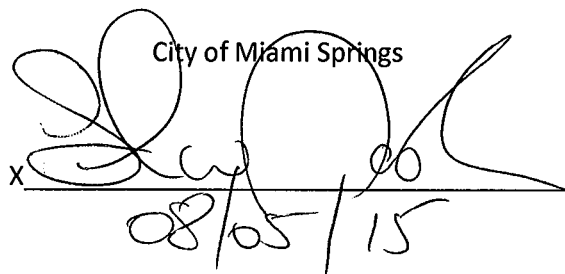
TEL 305-623-ROOF | FAX 305-384-1209 | WWW.ZROOFING.COM

Acceptance of proposal: Upon execution of this contract by all parties and recipient of the deposit the customer will have three days to cancel. After the three day period Z Roofing & Waterproofing will immediately use the deposit for mobilization and ordering of materials therefore rendering the deposit nonrefundable.

Each Draw must be paid prior to proceeding with each phase.

NOTE: This proposal may be withdrawn by Z Roofing & Waterproofing if not accepted within 30 days.

City of Miami Springs Z Roofing & Waterproofing

X  X

08/05/15

PREPARED: 8/04/15, 15:58:29
CITY OF MIAMI SPRINGS - BP

INSPECTION TICKET
INSPECTOR: EVELIO MANTILLA

PAGE 25
DATE 8/05/15

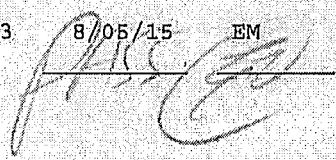
ADDRESS : 201 WESTWARD DRIVE
CONTRACTOR : Z ROOFING & WATERPROOFING INC
OWNER : CITY OF MIAMI SPRINGS
PARCEL : 05-3024-007-1400
APPL NUMBER: 15-00000517 RE-ROOFS & REPAIR ROOFS

SUBDIV:
PHONE : (305) 885-9166
PHONE : (305) 885-4581

TYP/SQ	REQUESTED COMPLETED	INSP RESULT	DESCRIPTION RESULTS/COMMENTS
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R099 03

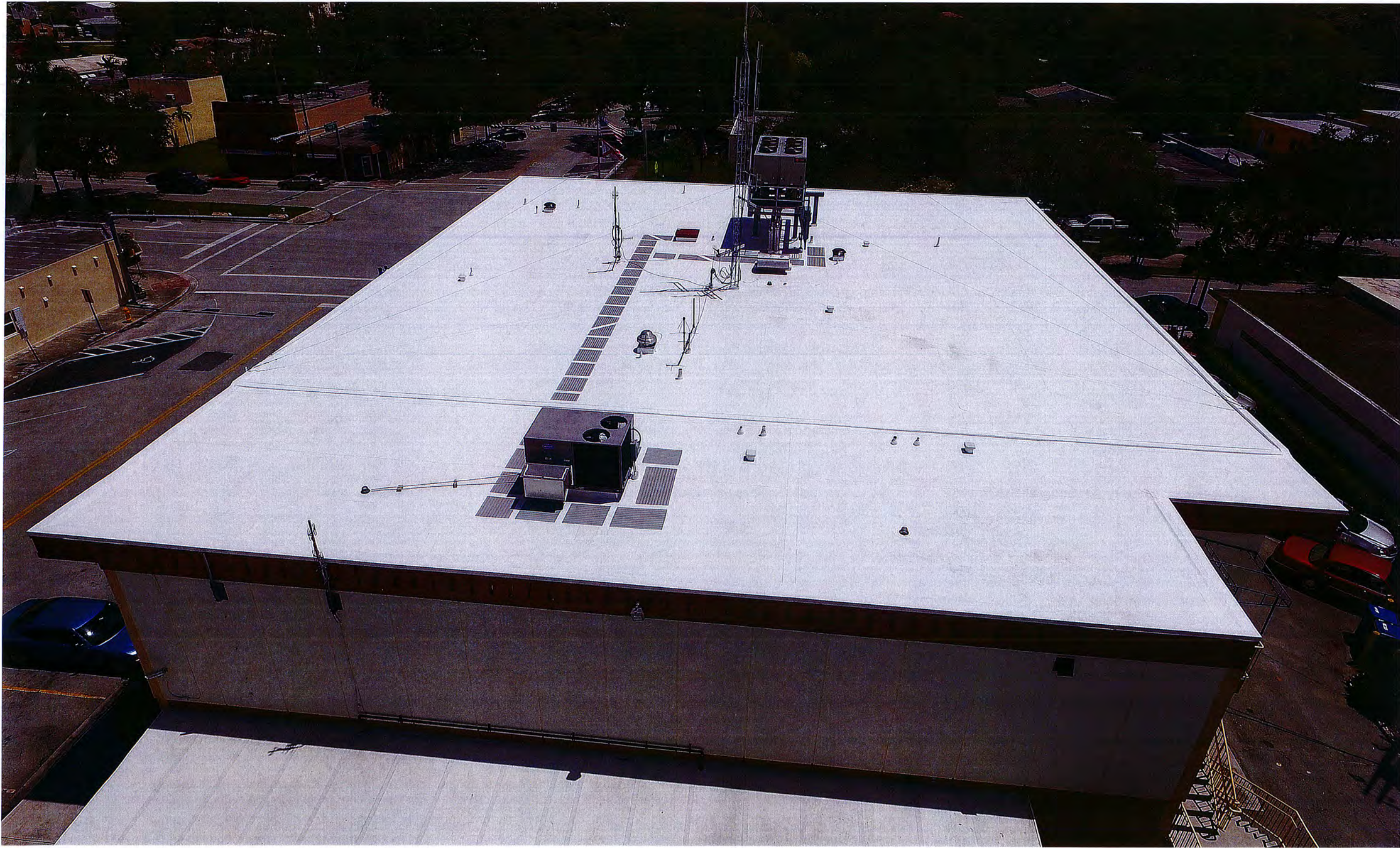
8/05/15 EM



melady 305-623-7663
July 31, 2015 10:18:03 AM miaslit.
CANCELED BY CONTRACTOR AT 10:18 AM
ROOF ROOFING FINAL
NOTE TO INSPECTOR: VERIFY THAT RENAIL CERTIFICATE IS ON FILE
August 4, 2015 1:58:03 PM miaslit.
CONTACT PERSON: NATALIE 305-623-7663

COMMENTS AND NOTES





RESOLUTION NO. 2015 –

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS PROVIDING FOR THE FOURTH BUDGET AMENDMENT TO THE FY 2014-2015 BUDGET; BY RECORDING THE EXPENDITURE FOR THE MIAMI SPRINGS POLICE DEPARTMENT INFORMATION TECHNOLOGY UPGRADE IN THE LAW ENFORCEMENT TRUST FUND OF THE SPECIAL REVENUE AND CAPITAL PROJECTS BUDGET; DIVIDING THE EXPENDITURE FOR A NEW BACKHOE BETWEEN THE STORMWATER FUND OF THE GENERAL FUND BUDGET AND THE ROAD AND TRANSPORTATION FUND OF THE SPECIAL REVENUE AND CAPITAL PROJECTS BUDGET; DELINEATING THE EXPENDITURES FOR A GOLF COURSE AWNING, CITY ROOF REPLACEMENT PROJECT, AND SUPPLEMENTAL FUNDING FOR PROGRAMS FOR SENIOR CITIZENS IN THE GOLF COURSE OPERATIONS, PUBLIC WORKS, AND TRANSFER FUNDS OF THE GENERAL FUND BUDGET; ACKNOWLEDGING THE EXPENDITURES FOR THE GOLF COURSE AWNING AND ROOF REPLACEMENT PROJECT FROM THE CITY'S DESIGNATED FUND BALANCE AND RECORDING THE SUPPLEMENTAL EXPENDITURE FOR SENIOR CITIZEN PROGRAMS IN THE SENIOR CENTER OPERATIONS FUNDS OF THE SPECIAL REVENUE AND CAPITAL PROJECTS FUND; PROVIDING INTENT; SPECIFYING COMPLIANCE WITH BUDGETARY PROCESSES AND PROCEDURES; EFFECTIVE DATE

WHEREAS, the City Charter prohibits any City department from incurring expenditures in excess of the department's approved budget; and,

WHEREAS, the City Finance Director has recorded the expenditure of \$225,000 for the recently approved Information Technology Upgrade Project for the Miami Springs Police Department in the Law Enforcement Trust Fund of the Special Revenue and Capital Projects Budget ; and,

WHEREAS, the City Finance Director has recorded two expenditures of \$22,800 for the purchase of a backhoe from the Stormwater Fund of the General Fund Budget and from the Road and Transportation Fund of the Special Revenue and Capital Projects Budget; and,

WHEREAS, the City Finance Director has recorded the expenditure of \$6,500 for a golf course awning, \$22,000 for the City Hall roof replacement project, and \$11,900 for supplemental funding for senior citizen programs from the Golf Operations, Public Works, and Transfer Funds of the General Fund Budget; and,

WHEREAS, while the aforesaid expenditures from the Golf Operations Fund and the Public Works Fund were from previously designated Fund Balance items, the expenditure for the Senior Programs were from the City's undesignated Fund Balance and was recorded in the Senior Center Operations Fund of the Special Revenue and Capital Projects Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA:

Section 1: That the City Council of the City of Miami Springs hereby approves and authorizes the budgetary amendments and appropriations to the various revenues and expenditures of the budgets and funds set forth in Exhibit "A" attached hereto.

Section 2: That the City Council approvals and authorizations evidenced herein are intended to provide the City with the means to accomplish the purposes and projects identified in the recitals of this Resolution and the Exhibit attached hereto.

Section 3: That the City Council of the City of Miami Springs has authorized and approved the foregoing budgetary amendments, increases and appropriations in order to comply with generally accepted budgetary processes and procedures.

Section 4: That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida, this _____ day of _____, 2015, on a motion by _____ and seconded by _____.

Vice Mayor Best	_____
Councilman Bain	_____
Councilwoman Buckner	_____
Councilman Petralanda	_____
Mayor Garcia	_____

Zavier M. Garcia, Mayor

ATTEST:

Erika Gonzalez-Santamaria, MMC, City Clerk

APPROVED AS TO LEGALITY AND FORM:

Jan K. Seiden, City Attorney

EXHIBIT "A"

**City of Miami Springs
FY 2014-15 Budget Amendment
All Operating Funds**

Fund/Classification	Amended Budget	Amendment No. 4	Ref	Amended Budget
General Fund				
Revenues				
Taxes	\$6,977,607			\$6,977,607
Excise Taxes	2,556,000			2,556,000
Licenses & Permits	974,700			974,700
Intergovernmental Revenues	1,946,297	-		1,946,297
Charges for Services	2,292,361			2,292,361
Fines & Forfeitures	462,682			462,682
Miscellaneous	261,900			261,900
Proceeds from debt	96,949	-	-	96,949
Fund Balance	44,380	\$40,400		84,780
Total General Fund	\$15,612,876	\$40,400		\$15,653,276
Expenditures				
City Council	150,945			150,945
City Manager	354,311			354,311
City Clerk	310,013			310,013
City Attorney	171,000			171,000
Human Resources	209,474			209,474
Finance-Administration	462,560			462,560
Finance-Professional Services	277,693			277,693
Information Technology	335,516			335,516
Planning	101,698			101,698
Police	6,046,787			6,046,787
Building, Zoning, and Code Enforcement	650,717			650,717
Public Works	1,670,371	22,000	2	1,692,371
Recreation & Culture	2,397,180			2,397,180
Golf Operations	1,739,586	6,500	1	1,746,086
Transfers to other funds	567,154	11,900	5	579,054
Budgeted Increase to reserves	167,871	0		167,871
Total General Fund	15,612,876	40,400		15,653,276
Sanitation Operations	2,346,945			2,346,945
Stormwater Operations	510,368	22,800	4	533,168
Total Enterprise Funds	2,857,313	\$22,800		\$2,880,113
Special Revenue & Capital Projects				
Road & Transportation	578,273	\$22,800	4	\$601,073
Senior Center Operations	407,362	11,900	5	419,262
Capital Projects	1,185,867			1,185,867
Law Enforcement Trust	142,762	225,000	3	367,762
Total Special Revenue & Capital Projects Funds	2,221,715	\$259,700		\$2,573,964
G.O. Bonds - Series 1997	1,194,445			\$1,194,445
Total Debt Service	1,194,445			\$1,194,445
GRAND TOTAL ALL FUNDS	\$21,886,349	\$322,900		\$22,301,798

Legend:

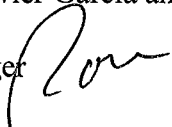
- 1) To record \$6500 for the golf course awning paid from designated fund balance.
- 2) Use \$22,000 of designated fund balance approved by Council for the City Hall roof replacement
- 3) Record a \$225,000 IT project approved by Council with Loxia Technology
- 4) Record a \$45,600 purchase of backhoe using 50% from CITT and 50% from Stormwater funding.
- 5) Record \$11,900 funding of Tai Chi/Yoga and weekend meals until fiscal year end



AGENDA MEMORANDUM

Meeting Date: 8/6/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager 

From: Omar L. Luna, Recreation Director

Subject: Tennis Court Repairs and Re-Surfacing

RECOMMENDATION:

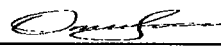

Resurface the current tennis courts. The last time we resurfaced the courts was on January 18, 2008 for all 5 courts, and on March 11, 2011 for just the 2 front courts.

DISCUSSION:

Based on Council's direction, we contacted a couple of vendors in order to get estimates for both a new tennis center at the Golf Course and properly rebuild the courts at the current site (includes foundation stabilization). The vendors suggested that it's probably best to issue RFP's with detailed specifications and use the RFP process to get qualified estimates for both locations. However, one of the vendors/contractors did provide an estimate dependent on a variety of issues. The vendor estimated \$500,000-\$750,000 depending on the configuration of the Golf Course Tennis Center (number of courts parking, lighting, screening, bathrooms, concession stand, shade structures, etc.).

FISCAL IMPACT: Funding from designated fund balance

Submission Date and Time: 8/6/2015 2:51 PM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Recreation</u>	Dept. Head: 	Dept./Desc.: <u>Recreation</u>
Prepared by: <u>Omar Luna</u>	Procurement: _____	Account No.: <u>001-5703-572-63-00</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: _____	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ <u>30,000.00</u>
		Current request: \$ <u>27,332.00</u>
		Total vendor amount: \$ <u>27,332.00</u>



AGENDA MEMORANDUM

Meeting Date: 6/15/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager

From: Omar L. Luna, Recreation Director

Subject: Tennis Court Repairs and Re-Surfacing

RECOMMENDATION:

Recommendation by Recreation that Council approve an expenditure to Superior Park System, Inc., the lowest responsible quote, in an amount not to exceed \$27,332.00, for the repairs and resurface of tennis courts as funds were designated by Council in the designated fund balance for FY14/15 Budget, pursuant to Section §31.11 (C)(2) of the City Code.

DISCUSSION: The Tennis Court surface is cracking and the courts are in need of repairs and resurfacing.


Please note per the contractor the following:

"Miami Springs acknowledges the severity of the structural cracks in the surface. These are caused by two major problems: first the proximity to the canal, fluctuation water tables make for unstable sub base, which in turn causes cracking and the previous use of concrete under the asphalt. There is a uniform crack approximately 7' to 8' around the perimeter of ALL the tennis courts. There are also major cracks inside the playing lines."

"Due to conditions as stated in the above paragraph there is no guarantee against the reappearance of structural cracks showing through repainted tennis courts at any time."

FISCAL IMPACT: Funding from designated fund balance

Submission Date and Time: 6/16/2015 11:59 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Recreation</u>	Dept. Head: <u></u>	Dept./ Desc.: <u>Recreation</u>
Prepared by: <u>Omar Luna</u>	Procurement: <u></u>	Account No.: <u>001-5703-572-63-00</u>
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: <u></u>	Additional Funding: _____
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: _____	Amount previously approved: \$ <u>30,000.00</u>
		Current request: \$ <u>27,332.00</u>
		Total vendor amount: \$ <u>27,332.00</u>



SUPERIOR PARK SYSTEMS, INC.

"A CERTIFIED LOCAL MBE/SBE OWNED BUSINESS #22214"

"For All of Your Parks and Recreational Needs"

June 5, 2015

Quote No. 060515

Send To:

City of Miami Springs
Parks & Recreation Department
1401 Westward Drive
Miami Springs, Florida 33166
Attn: Omar Luna, Director

Re: "Miami Springs Tennis Center" Repairs & Resurface of Courts 1-5 Quote No. 060515

Superior Park Systems, Inc. quotes the following Tennis Center Repairs & resurfacing off The Palm Beach County School Board Contract # 10C-54B at the same price, terms and conditions:

"Miami Springs Tennis Center Repairs & Resurface of Courts 1-5"

- 1) Pressure clean the (5) courts to remove algae, loose paint, dirt & debris
- 2) Mechanically grind the courts surface to eliminate ass raised edges on the structural cracks
- 3) Fill all cracks that are wider than 1/4" with a crack filler material
- 4) Flood the courts with water in order to identify low areas, If the courts have the industry standard 1" in 10" drain slope, we will patch any areas that are holding water deeper than 1/8" after the courts have dried in the sun for (1) hour. If the courts do not have the industry standard drain slope then we will patch as best as possible to thin outstanding water & help the courts dry faster.
- 5) Grind the courts raised to eliminate edges of the structural cracks. Filling all cracks that are wider than 1/4" with a crack filler material
- 6) Apply (4) coats of acrylic surface system to the courts to include (2) coats acrylic Resurfacer an even textured new wearing surface.
- 7) Apply (2) coats of "sport master color" & an in depth colored finished playing surface. Colors will match the existing, unless otherwise specified prior to work commencing.
- 8) Scrape the net posts to remove loose paint & surface rust then repaint them with (2) coats of rust prohibitive green paint
- 9) Reinstall the owners tennis nets and center straps
- 10) Hand mask and hand paint the 2" white playing lines. All lines will be installed to the specifications of the ASBA, ITF, and USTA.
- 11) Clean up constructive debris and leave the courts ready for play 24 hours after the nets are installed


Total price


\$27,332.00

Comments : The city of Miami Springs is responsible for providing us with the following:

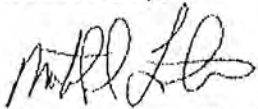
- 1) Provide a source of potable water within 100' of the courts access gates for Contractor use during the work period

- 2) Provide a source of electrical power, a three-pronged receptacle, to within 100' of the courts access gates for Contractor use during the work period.
- 3) Allow storage of paint drums and pallets of sand adjacent to the access gates on the walkways. Contractor will cover the walkways where necessary to prevent spills.

 Miami Springs acknowledges the severity of the structural cracks in the surface. These are caused by two major problems; first the proximity to the canal, fluctuating water tables make for unstable sub base, which in turn causes cracking. And the previous use of concrete under the asphalt. There is a uniform crack approximately 7' to 8' around the perimeter of ALL the tennis courts. There are also major cracks inside the playing lines.

Due to conditions as stated in the above paragraph there is no guarantee against the reappearance of structural cracks showing through repainted tennis courts at any time. 

Submitted by,



Mitchell Leitner, President,

File: "Miami Springs" Tennis courts 1-5 repairs & resurface quote 06/05/15

Mobile (954) 445-7000 Office (954) 920-3352 Fax (954) 921-9563
1418 Scott St. Hollywood, FL 33020 E-Mail - mitch@superiorparksystems.com

Recreational Sales, Inc.

1160 NW 101 Avenue

Plantation, FL 33322

954-661-5359

June 9, 2015

Parks & Recreation Department
1401 Westward Drive
Miami Springs, Florida 33166
Attn: Mr. Omar Luna, Director

Quote No.71402

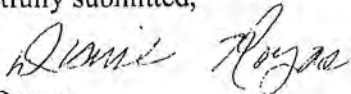
Recreational Sales, Inc. quotes the following renovation to the Miami Springs Tennis Center Courts:

Pressure clean court surface
Grind surface to eliminate raised edges
Fill all cracks that are wider than 1/4" with a crack filler material
Flood the courts & patch any areas that retaining water deeper than 1/8"
Apply 4 coats of acrylic including 2 coats acrylic resurfacer
Apply 2 coats of athletic color playing surface to match the existing
Clean, prime & paint existing net posts color green
Install existing nets & center straps
Paint 2" white playing lines
Clean up & remove all debris

Total cost \$29,845.00

City to provide a source of water, electrical power & storage site for materials within 100' of the courts.
Project to commence 14 days after receipt of an acceptable order. Quote valid for 30 days.

Respectfully submitted,



Diane Rozos
Sales Representative

SPORTS SYSTEMS INTERNATIONAL, INC.

1475 SW 21 AVENUE
FT. LAUDERDALE, FL. 33312
OFFICE 954-270-2110

QUOTE #3016

JUNE 2, 2015

CITY OF MIAMI SPRINGS
PARKS & RECREATION DEPARTMENT
1401 WESTWARD DRIVE
MIAMI SPRINGS, FL. 33166
ATTN: OMAR LUNA

TENNIS CENTER COURT REPAIR	AMOUNT
POWER/PRESSURE CLEAN COURTS REMOVE SURFACE PROTRUSIONS & ELEVATED EDGES FLOOD SUFACE TO DETECT POOLING/PONDING FILL ALL CRACKS & LOW AREAS WITH SPORTEC SURFACE FILLER MATERIAL APPLY 4 COATS OF SPORTEC ACRYLIC SURFACER/RESURFACER APPLY 2 COATS SPORTEC COLOR SURFACER PAINT 2" WHITE PLAYING LINES CLEAN, PRIME & PAINT EXISTING NET POSTS COLOR GREEN INSTALL TENNIS NETS & STRAPS PROVIDED BY CITY CLEAN UP SITE & REMOVE ALL DEBRIS WORK TO START 10-14 DAYS AFTER RECEIPT OF PURCHASE ORDER. QUOTE VALID FOR 30 DAYS. CITY TO PROVIDE WATER, ELECTRICAL SERVICE & A STAGING/MATERIAL . STORAGE AREA ON SITE.	
TOTAL	\$31,836.00

LAW OFFICES OF
RICHARD J. DIAZ, P.A.

RICHARD J. DIAZ
ANA M. SANTISTEBAN

3127 PONCE DE LEON BOULEVARD
CORAL GABLES, FL 33134

(305) 444-7181
FAX (305) 444-8178

August 6, 2015

Chris Heid
City Planner
Miami Springs
201 Westward Drive
Miami Springs, Florida 33166
Email: heidc@miamisprings-fl.gov

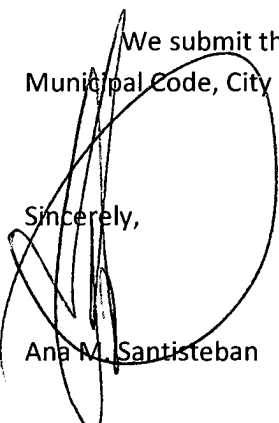
RE: 700 South Royal Poinciana Blvd., Miami Springs, Florida

This Letter of Intent is submitted in connection with your Department's rules and regulations for the filing of a Public Hearing Application in the City of Miami Springs ("the City"), on behalf of Management Resources College ("MRC"), the prospective occupant of property 700 South Royal Poinciana Blvd, Miami Springs, Florida ("Property"). MRC is pleased and proud to be able to bring to the City its School. This location will be the third location for MRC. The intention is to phase out the second location, currently located just outside of the city limits of Coral Gables, Florida and relocate the Coral Gables campus to the Property in the City.

When completed, the campus, at the Property in the City, will be in excess of approximately 30,000 square feet. MRC anticipates expanding its student population at this campus in the future.

We submit that this request for the intended use is consistent with the Permitted uses under Municipal Code, City of Miami Springs, Code 150-164 (B)(c).

Sincerely,


Ana M. Santisteban

ARTICLE XV. LARGE SCALE COMMERCIAL DEVELOPMENT DISTRICT***Secs. 150-154—150-163. Reserved.****Sec. 150-164. Northwest 36th Street [District].**

(A) *Purpose.* The purpose of the NW 36th Street District is to provide for successful commercial operations that enhance the District, provide architectural features that support historic Miami Springs design standards and enhance overall commercial revitalization.

(B) Permitted uses.**(1) Principal uses and structures generally permitted.**

(a) Hotels.

(b) Offices, business and professional.

(c) Aviation schools.

(d) Banks, savings and loan associations and similar financial institutions.

(e) Cultural or recreational facilities such as urban plazas, health and athletic clubs, theaters, auditoriums, libraries, art galleries and museums; maximum occupancy of 999.

(f) Structures and uses relating to operation of public utilities and requiring location within the district to serve it or neighborhood districts.

(g) Mixed-use development of residential uses (up to 20 dwelling units per acre as limited in the City Charter) on upper floors above retail, office, and related uses. Buildings that include residential uses must be built on the northern half of the property if the property is adjacent to NW 36th Street.

(h) All uses identified as permitted uses within a building with other permitted uses but not as a stand alone uses provided in Code § 150-164(B)(2)(d), with the express condition and limitation that the aforesaid uses are permitted as principal uses only in already existing buildings.

(i) Chapel/viewing services with or without onsite catering, with the express condition and limitation provided in subsection (h) above and the additional restriction that no body preparation or cremation services are permitted onsite.

(j) Other enterprises or businesses which are similar to enterprises or businesses enumerated herein, which have been approved by the City Council upon application and hearing.

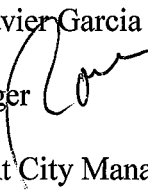
***Editor's note**—Ord. 1059-2013, passed Nov. 12, 2013, amended the title of Article XV to read as herein set out. Prior to inclusion of said ordinance, Article XV was entitled, "Airport, Marine and Highway Business District." Sections 2 and 3 of said ordinance repealed and reserved §§ 150-154—150-163, which pertained to Airport, Marine and Highway Business District and derived from Ord. 934-06, passed May 22, 2006; Ord. 1013-2011, passed March 28, 2011; Ord. 1038-2012, passed August 27, 2012.



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager 

From: William Alonso, Assistant City Manager/ Finance Director


Subject: Bus Shelter Agreement

RECOMMENDATION: Staff recommends that Council authorize the execution of a fifteen year agreement with Signal Outdoor Advertising LLC for the City's five (5) bus shelters.

DISCUSSION: The Administration contacted various advertising companies in order to obtain proposals for the maintenance and advertising of our five shelters. Two are located on Westward Drive by the Community Center, one on 36th Street, and two on Lejeune and 36th Street. These shelters are in poor condition (no lighting, benches, etc) and Public Works staff has been cleaning them on a regular basis. The only company that expressed any interest was Signal Outdoor. Under the proposed agreement they will sell advertising on these units, properly light them, install benches, and advertising panels as needed. In return, the city will receive 10% of advertising sold (estimated b them to be about \$2,000 per year). The agreement also gives them the right, subject to city approval, to install new shelters in locations where shelters or benches are currently not available.

FISCAL IMPACT: The City will receive approximately \$2000 annually under the new agreement as well as eliminating the cost of Public Works providing maintenance of these shelters.

Submission Date and Time: 8/7/2015 9:51 AM

<u>Submitted by:</u>	<u>Approved by (sign as applicable):</u>	<u>Funding:</u>
Department: <u>Finance</u>	Dept. Head: <u>William Alonso</u>	Dept./ Desc.: _____
Prepared by: <u>William Alonso</u>	Procurement: _____	Account No.: _____
Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Asst. City Mgr.: <u>William Alonso</u>	Additional Funding: <u>n/a</u>
Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Manager: 	Amount previously approved: \$ <u>-0-</u>
	Attorney: _____	Current request: \$ _____
		Total vendor amount: \$ _____

BUS SHELTER INSTALLATION, ADVERTISING, AND MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of August, 2015 by and between THE CITY OF Miami Springs, with its principal office at 201 Westward Drive, Miami Springs, Florida, 33166 (the "CITY") and SIGNAL OUTDOOR ADVERTISING, LLC, a limited liability company with its principal office at 200 Mansell Court East, Suite 430, Roswell, Georgia, 30076, (the "COMPANY").

WITNESSETH:

WHEREAS, CITY provides bus service throughout the City of Miami Springs and its greater suburban community ("Service Area") and incident to such service has bus stops at various locations throughout the Service Area;

WHEREAS, public transit shelters which provide shelter for those individuals using the bus service are located at various bus stops ("Shelters");

WHEREAS, COMPANY is in the business of installing, repairing and maintaining public transit shelters for cities and other municipalities and installing advertising displays on the surfaces of such shelters;

WHEREAS, COMPANY is desirous of providing to CITY both new shelters and repairing and maintaining existing shelters and displaying advertising thereon;

WHEREAS, CITY desires to engage the services of COMPANY and to permit the display of advertising upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, the parties hereto agree as follows:

1. **GRANT OF RIGHTS**. CITY hereby grants to COMPANY the exclusive right to erect and install new Shelters throughout the Service Area (the term "Service Area" shall include any future expansion of the Service Area), for the Term as defined in Paragraph 11, below ("New Shelters"). CITY also grants to COMPANY the exclusive right to retro-fit, repair and maintain all existing Shelters owned by the City provided that such retro-fit, repair and maintenance shall occur upon a determination by the CITY that such existing Shelter requires said retro-fit, repair or maintenance ("Existing Shelters"). The rights granted to COMPANY herein shall include the exclusive right to display advertising material at, on or within all New

Shelters and Existing Shelters (whether or not such Existing Shelter has been selected for retrofit or repair by the CITY) within the Service Area. Collectively, New Shelters and Existing Shelters are referred to herein as “Shelters”.

2. **REGULATIONS.** By its execution of this Agreement, CITY expressly acknowledges and agrees that the Shelters together with the display of advertising on or within the Shelters is a public service and amenity and that this Agreement shall serve as specific written notice to the citizens and residents of Miami Springs as may be required under any applicable local or state law, ordinance, rule or regulation.

3. **PAYMENT TO CITY/TERMS.** COMPANY shall pay to CITY a fee equal to ten percent (10%) of the advertising receipts generated from the Shelters (“Fee”). COMPANY shall submit such payments quarterly together with an accounting of the advertising receipts related to such payment. CITY shall have the right to review COMPANY books and records related to such payments upon not less than twenty-four (24) hour advance written notice to COMPANY in the corporate office of COMPANY.

4. **DESIGN OF SHELTERS.** CITY shall approve the design of New Shelters prior to commencement of construction by COMPANY. All New Shelters shall be accessible to disabled persons and otherwise materially comply with the architectural standards as established by the Americans with Disabilities Act of 2010 (“ADA”), provided however, COMPANY shall not be required to install sidewalks or curb cuts to comply with any provision of the ADA. COMPANY agrees that New Shelters shall be constructed in accordance with the Uniform Construction Code and be subject to all required municipal inspections. COMPANY shall not be responsible for the quality of construction or design of any Existing Shelter or ADA compliance therewith.

5. **LOCATION OF NEW SHELTERS.** CITY and COMPANY agree that COMPANY shall only install New Shelters at locations which are mutually acceptable to both CITY and COMPANY.

6. **ADVERTISING ON SHELTERS.** The advertisements displayed under the terms of this Agreement shall be of reputable character, shall conform to recognized business standards, and shall not knowingly conflict with the laws of the United States, the State of Florida or the CITY. In addition, to wit;

a) The COMPANY agrees to remove any advertisement with language, design or advertising that the CITY, in its sole and exclusive discretion, deems to be immoral, obscene or lascivious. It is further agreed that if the CITY and the COMPANY disagree as to whether the objectionable language, design, or advertising is immoral, obscene or lascivious, the judgment of the CITY shall prevail, and the COMPANY must abide by the CITY’S demand for removal.

b) There shall be no advertisement or sign on any bus shelter that shall display the words "Stop", "Look", "Danger", or any other word, phrase, symbol or character that may interfere with, mislead, or distract traffic.

c) Political advertising will not be permitted on any shelter.

7. **DISTURBANCE**. If CITY shall determine that the location of any Shelter is either a safety hazard or otherwise constitutes a problem to CITY, then CITY shall notify COMPANY in writing of such hazard or problem and COMPANY shall have ten (10) days to correct the problem. If the problem cannot be rectified, COMPANY shall remove the Shelter from its location and, provided CITY approves a replacement location that is satisfactory to COMPANY, move such shelter to a new location and any fees payable to CITY associated with such shelter shall be abated proportionate to the number of days such shelter was not in use as a public transit shelter. Within ten (10) days of receipt of notice from CITY to COMPANY, COMPANY shall remove any Shelter which CITY determines interferes in any way with the construction, maintenance or repairs of public utilities, public works, or public improvements, or which because of its location, in the opinion of CITY, shall be deemed to interfere in any way with the normal and orderly flow of vehicular traffic. Nothing stated herein shall require COMPANY to move any Existing Shelter for which COMPANY does not then maintain, repair or display advertising.

8. **MAINTENANCE**. COMPANY shall maintain all New and Existing Shelters together with the advertising displays located therein, in good repair and COMPANY shall be solely responsible for the maintenance and repair thereof. In the event COMPANY is notified by CITY of any Shelter that is unclean, requires repair or is defaced (offensive, obscene, political graffiti, or otherwise), COMPANY shall, within a reasonable amount of time, clean, repair or remove such defacement. If COMPANY fails to repair, remedy or clean the shelter within ten (10) working days following such notification by CITY, CITY may clean, repair or remove such defacement and COMPANY shall reimburse CITY for the reasonable cost thereof.

9. **CHRONIC VANDALISM** In the event that any Shelter is vandalized to the extent that the cumulative expenses of all repairs exceeds one-half (1/2) of the cost of original construction of such Shelter, COMPANY shall have the right to remove such vandalized Shelter to another location approved by CITY.

10. **INDEMNIFICATION/INSURANCE**. COMPANY agrees to indemnify and hold harmless CITY from and against all claims, damages, losses and expenses, arising by reason of injury to person or property occasioned directly by the negligent act or omission or willful misconduct on the part of COMPANY or any employee, agent, independent contractor which if liable will render COMPANY responsible or by any reason of any breach or violation of any covenant on the part of COMPANY to be observed or performed. COMPANY shall procure, carry and

pay for a general liability insurance policy in the amount of \$1,000,000 and such insurance policy shall name the City of Miami Springs as an additional insured and provide no less than thirty (30) days advance written notice of cancellation or non-renewal of the policy. COMPANY shall furnish CITY a certificate of insurance evidencing such coverage together with a copy of additional insured endorsements, if any. COMPANY shall maintain statutory workers' compensation coverage and unemployment insurance to the extent required by Florida law.

11. **TERM.** The initial term of this Agreement shall be for a period of fifteen (15) years and shall commence beginning upon execution of this agreement ("Initial Term"). Thereafter, provided that COMPANY is not in default of the terms of this Agreement, or has commenced to cure any such default, this Agreement may be renewed for an additional five (5) year term upon the same terms and conditions set forth herein (collectively with the Initial Term, the "Term").

12. **DEFAULT.** Upon an event of default by either CITY or COMPANY, the party alleging the default (the "Non-defaulting Party") shall provide notice to the party in default (the "Defaulting Party") of the nature and extent of such default. Unless such default has been cured, or a cure commenced, by the Defaulting Party within thirty (30) days of receipt of said notice, this Agreement shall terminate and the parties shall have no further obligations hereunder. Provided however, in the event that COMPANY is the Defaulting Party and such default has not been cured as provided for herein, COMPANY shall have the right to sell or assign its interest under this Agreement and upon such written notice to CITY, which notice shall be delivered prior to the end of the cure period set forth above, COMPANY shall have ninety (90) days to enter into a binding agreement with a third party to sell or assign such interest and thereafter, COMPANY shall convey such interest within ninety (90) days of the date of entering into such binding agreement. No further consent or approval of CITY shall be required to such sale or assignment, however, CITY agrees to execute an assignment agreement, if so requested by COMPANY, consenting to the assignment by COMPANY and assumption by such third party of all of COMPANY's rights and obligations under this Agreement.

13. **EXPIRATION.** Upon the expiration of the Term,

(a) if City has determined to no longer permit advertising on surfaces of public transit shelters, COMPANY shall then transfer all of its right, title and interest in and to the New Shelters to CITY and neither CITY nor COMPANY shall have any further rights or obligations under this Agreement; or

(b) in the event that CITY decides to continue to permit the display of advertising on surfaces of the public transit shelters, CITY shall commence good faith negotiations with COMPANY to renew this Agreement on mutually acceptable terms. If no renewal agreement is reached upon the expiration of this Agreement (the "Negotiation Period"), then in such event COMPANY shall have the right to

remove all of the New Shelters and retro fitted ad boxes, and neither CITY nor COMPANY shall have any further rights or obligations under this Agreement.

14. **EXUSABLE DEFAULT.** Notwithstanding any other provisions of this Agreement, COMPANY shall not be held in default of this Agreement, if COMPANY is prevented from performing hereunder by inability to acquire necessary materials, acts of God or inability to reach agreement with utility companies.

15. **MISCELLANEOUS PROVISIONS.**

- (a) **Arbitration.** Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration in accordance with the rules of the American Arbitration Association, and judgment upon the award rendered by arbitrator(s) may be entered in any court having jurisdiction thereof.
- (b) **Mailing of Notices.** For purposes of notice, the addresses for CITY and COMPANY designated on the first page of this Agreement shall be the place where all notices provided for under this Agreement shall be sent.
- (c) **Assignment.** Except as provided for in Paragraph 12, above, any sale or assignment by COMPANY of its interest under this Agreement shall require the written approval of CITY, which approval shall not be unreasonably withheld or delayed, and CITY further agrees to provide such consent upon a demonstration that such successor in interest to COMPANY shall have the ability to perform all of COMPANY's obligations under the terms of this Agreement.
- (d) **Entire Agreement.** The parties hereto, in the performance of this Agreement, agree to comply with all applicable state and federal laws and local ordinances. This Agreement contains all the terms and conditions agreed upon by the parties hereto and no other agreement, oral or otherwise, regarding the subject matter shall be deemed to exist or bind either of the parties hereto. Moreover, this Agreement may not be modified except in writing by both parties and if required by law.
- (e) **Law Controlling.** It is the understanding of the parties that this Agreement shall be controlled by the laws of the State of Florida.
- (f) **Prohibited Interests.** No member, officer, or employee of CITY or a CITY agency, board or department shall, during their tenure or term of employment and for one (1) year thereafter, have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- (g) **Equal Employment Opportunity.** During the performance of this Agreement, COMPANY shall not discriminate against any employee or applicant for employment because of race, religion, color, age, sex or national origin. COMPANY will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, color, sex or national origin.

{the next page is the signature page}

IN WITNESS WHEREOF, and intending to be legally bound hereby, the parties hereto set forth their hands and seal the date set forth above.

ATTEST:

CITY OF Miami Springs, FL

Name (print): _____

By: _____

Name: _____

Title: _____

ATTEST:

SIGNAL OUTDOOR ADVERTISING, LLC

Name (print): _____

By: _____

Name: James A. Mclaughlin

Title: Chief Executive Officer



AGENDA MEMORANDUM

Meeting Date: 8/10/2015

To: The Honorable Mayor Xavier Garcia and Members of the City Council

Via: Ron Gorland, City Manager
William Alonso, Assistant City Manager/ Finance Director

From: Tammy Romero, Professional Services Supervisor

Subject: Group medical coverage for employees and their dependents

Recommendation:

Recommendation by Staff that Council award City RFP #06-14/15 to Neighborhood Health Partners (NHP), the lowest responsible bidder, in an amount of \$994,610.00, as the City's annual premium for group medical coverage for employees and their dependents based on the number of current employees, with an effective date of October 1st, 2015 to September 30th, 2016, as funds are currently being budgeted in the FY15/16 Budget, pursuant to Section §31.11 (E)(1) of the City Code.

Discussion/Analysis:

On June 25th, 2015, we advertised a Request for Proposal (RFP# 06-14/15) for the group medical coverage for employees and their dependents. Additionally, we emailed 6 major insurance firms the RFP package by way of email.

On July 22nd, the Request for Proposals were due and four companies responded (Attachment "A"). Responses were reviewed by staff and Mr. Bob Shafer, Jr., Employee Benefits Consultant for the City and all four companies were deemed both responsive and responsible. The companies were ranked based on services, coverage offered, stability and overall costs. (Refer to Attachment "B")

Our recommendation is to award a contract to Neighborhood Health Partners (NHP) for a one (1) year period beginning October 1st 2015 for the following reasons:

- NHP at an annual premium gross of \$994,610.00 (Net \$809,001.00) has offered significant cost reductions compared to our current plan with Aetna at an annual premium gross of \$1,151,423.00 (Net 962,366.00), a gross cost reduction of \$156,813.00; (-15.9%).
- The benefits and services offered are compatible to what we have today with our current provider Aetna
- The network of doctors, clinics, hospitals and pharmacies with NHP is equal in size to that of Aetna's

The total annual premium is \$994,610.00, however the net cost to the City after employee deductions is \$809,001.00 a net cost reduction compared to this Fiscal year of \$153,365.00 and net reduction to the General fund proposed budget of approx. \$150,000 with the balance of the savings affecting the Enterprise funds.

Fiscal Impact: There is no fiscal impact as the proposed FY15/16 Budget includes the costs for these coverages.

<p><u>Submitted by:</u></p> <p>Department: <u>Finance</u></p> <p>Prepared by: <u>Tammy Romero</u></p> <p>Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Budgeted/ Funded: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No FY 15/16</p>	<p><u>Approved by (sign as applicable):</u></p> <p>Dept. Head: _____</p> <p>Procurement: _____</p> <p>Asst. City Mgr.: _____</p> <p>City Manager: _____</p>	<p><u>Funding:</u></p> <p>Dept./ Desc.: <u>All City Depts. / Medical Ins.</u></p> <p>Account No.: <u>various</u></p> <p>Amount previously approved: \$ <u>0.00</u></p> <p>Current request: \$ <u>994,610.00</u></p> <p>Total vendor amount: \$ <u>994,610.00</u></p>
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Bid Opening for
REQUEST FOR PROPOSAL # 06-14/15
GROUP MEDICAL COVERAGE FOR EMPLOYEES AND THEIR DEPENDENTS

Opened July 22, 2015 at 2:30 P.M.

VENDOR NAME

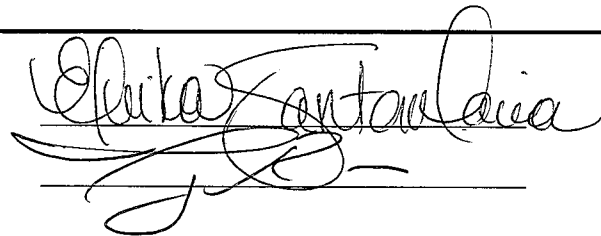
Aetna

Florida Blue Cross/Shield

United Healthcare

Neighborhood Health Partners

Witnessed by:



September 5, 2014

To: Ron Gorland
City Manager

Our firm assisted in preparing Request for Proposal #06-14/15 (RFP) that was sent out on June 25 and returned on July 22. The RFP was focused on the City's health insurance coverages. The RFP was issued because the City's current carrier, Aetna, offered a renewal position that was above the City's expectations.

We received responses from the following companies:

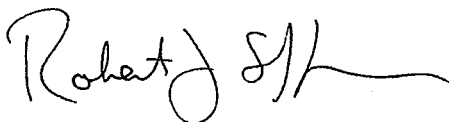
- Aetna
- Florida Blue
- Neighborhood Health Partnership
- UnitedHealthcare

We prepared a report evaluating the responses from each of the carriers. The report was then submitted back to Tammy Romero, Professional Services Supervisor. The report reviewed the City's premium expense, individual premium rates, benefit plan designs and carrier evaluations (Service, Coverage Offered, Corporate Stability, and Overall Cost).

Our recommendation is that the City accepts the proposal from Neighborhood Health Partnership (NHP).

- NHP presented three plans consistent with the current offering: Low-HMO, High-HMO and POS.
- The NHP proposal offers a high level of benefits consistent with what has been offered previously.
- The network of local providers is one of the largest available. NHP has been a very strong carrier in the Miami-Dade, Broward area for years.
- The annual premium savings to the City is approximately \$150,000 below the current cost, or -15.9%.
- The NHP offering is a full corporate proposal. Contains all of the pieces we are looking for with communications, enrollment assistance, account management, etc.

This coverage will be for an October 1 effective date, allowing adequate time for the open enrollment of the City's employees.



Robert J. Shafer, Jr.
Employee Benefits Consultant

City of Miami Springs

Group Medical Coverage

**Request for Proposal Report
RFP #06-14/15**



August 2015

City of Miami Springs

Carriers Who Responded to RFP 2015

Aetna (current)
Low-HMO, High-HMO, POS

Florida Blue
Low-HMO, High-HMO, POS

Neighborhood Health Partnership
Low-HMO, High-HMO, POS

UnitedHealthcare
Low-HMO, High-HMO, POS

City of Miami Springs

Medical Coverage
 Premium Summary

		Annual Premium <u>Total</u>	Cost to <u>City</u>
Aetna	HMO/HMO/POS - current plan	\$ 1,151,423	\$ 962,366
	HMO/HMO/POS - renewal plan	1,329,896	1,111,535
	HMO/HMO/POS - option plan	1,304,262	1,094,864
Florida Blue	HMO/HMO/POS	1,336,301	1,102,287
Neighborhood Health Partnership	HMO/HMO/POS	994,610	809,001
UnitedHealthcare	HMO/HMO/POS	1,294,204	1,055,392

City of Miami Springs

Premium Review

Aetna

Current Rate Structure

city costs

<u>Low HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	48	\$ 627.53	\$ 361,457
Employee & Spouse	0	1,393.57	-
Employee & Child(ren)	15	1,173.88	211,298
Family	7	1,832.97	153,969
Total	70		
			Total \$ 726,725

<u>Low HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	70	\$ 627.53	\$ 527,125
Employee & Spouse	2	1,010.55	24,253
Employee & Child(ren)	23	900.71	248,595
Family	11	1,230.25	162,393
Total	106		
			Total \$ 962,366

<u>High HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	17	\$ 667.09	\$ 136,086
Employee & Spouse	2	1,480.95	35,543
Employee & Child(ren)	8	1,247.48	119,758
Family	4	1,947.90	93,499
Total	31		
			Total \$ 384,886

Monthly \$ 80,197

<u>POS Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	5	\$ 663.53	\$ 39,812
Employee & Spouse	0	1,473.10	-
Employee & Child(ren)	0	1,240.86	-
Family	0	1,937.57	-
Total	5		
			Total \$ 39,812

Combined Total \$ 1,151,423

Cost to City \$ 962,366

Aetna

RFP Rate Structure - updated rates

city costs

Low HMO Coverage		<u>Total Rates</u>	<u>Annual Premium</u>
<u>Type of Coverage</u>	<u># Employees</u>		
Employee	48	\$ 724.80	\$ 417,485
Employee & Spouse	0	1,609.57	-
Employee & Child(ren)	15	1,355.83	244,049
Family	7	2,117.08	177,835
Total	70		
			Total \$ 839,369

Low HMO Coverage		<u>Total Rates</u>	<u>Annual Premium</u>
<u>Type of Coverage</u>	<u># Employees</u>		
Employee	70	\$ 724.80	\$ 608,832
Employee & Spouse	2	1,167.19	28,012
Employee & Child(ren)	23	1,040.32	287,127
Family	11	1,420.94	187,564
Total	106		
			Total \$ 1,111,535

High HMO Coverage		<u>Total Rates</u>	<u>Annual Premium</u>
<u>Type of Coverage</u>	<u># Employees</u>		
Employee	17	\$ 770.49	\$ 157,180
Employee & Spouse	2	1,710.50	41,052
Employee & Child(ren)	8	1,440.84	138,321
Family	4	2,249.82	107,991
Total	31		
			Total \$ 444,544

Monthly \$ 92,628
 Difference to Current 15.5%

POS Coverage		<u>Total Rates</u>	<u>Annual Premium</u>
<u>Type of Coverage</u>	<u># Employees</u>		
Employee	5	\$ 766.38	\$ 45,983
Employee & Spouse	0	1,701.43	-
Employee & Child(ren)	0	1,433.19	-
Family	0	2,237.89	-
Total	5		
			Total \$ 45,983

Combined Total \$ 1,329,896

Cost to City \$ 1,111,535

Aetna

RFP Rate Structure - Option

city costs

<u>Low HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	48	\$ 713.93	\$ 411,224
Employee & Spouse	0	1,585.43	-
Employee & Child(ren)	15	1,335.49	240,388
Family	7	2,085.32	175,167
Total	70		
			Total \$ 826,779

<u>Low HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	70	\$ 713.93	\$ 599,701
Employee & Spouse	2	1,149.68	27,592
Employee & Child(ren)	23	1,024.71	282,820
Family	11	1,399.63	184,751
Total	106		
			Total \$ 1,094,864

<u>High HMO Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	17	\$ 748.92	\$ 152,780
Employee & Spouse	2	1,662.61	39,903
Employee & Child(ren)	8	1,400.50	134,448
Family	4	2,186.83	104,968
Total	31		
			Total \$ 432,098

Monthly \$ 91,239
 Difference to Current 13.8%

<u>POS Coverage</u> <u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	5	\$ 756.42	\$ 45,385
Employee & Spouse	0	1,679.31	-
Employee & Child(ren)	0	1,414.56	-
Family	0	2,208.80	-
Total	5		
			Total \$ 45,385

Combined Total \$ 1,304,262

Cost to City \$ 1,094,864

City of Miami Springs

Premium Review

Florida Blue

RFP Rate Structure

city costs

Low HMO Coverage - BlueCare 60

<u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	48	\$ 713.73	\$ 411,108
Employee & Spouse	0	1,698.69	-
Employee & Child(ren)	15	1,313.27	236,389
Family	7	2,226.85	187,055
Total	70		
			Total \$ 834,552

Low HMO Coverage - BlueCare 60

<u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	70	\$ 713.73	\$ 599,533
Employee & Spouse	2	1,206.21	28,949
Employee & Child(ren)	23	1,013.50	279,726
Family	11	1,470.29	194,078
Total	106		
			Total \$ 1,102,287

High HMO Coverage - BlueCare 56

<u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	17	\$ 765.48	\$ 156,158
Employee & Spouse	2	1,821.83	43,724
Employee & Child(ren)	8	1,408.47	135,213
Family	4	2,388.28	114,637
Total	31		
			Total \$ 449,732

Monthly \$ 91,857
 Difference to Current 14.5%

POS Coverage - BlueOptions 03769

<u>Type of Coverage</u>	<u># Employees</u>	<u>Total Rates</u>	<u>Annual Premium</u>
Employee	5	\$ 866.94	\$ 52,016
Employee & Spouse	0	2,063.32	-
Employee & Child(ren)	0	1,595.17	-
Family	0	2,704.85	-
Total	5		
			Total \$ 52,016

Combined Total \$ 1,336,301

Cost to City \$ 1,102,287

City of Miami Springs

Premium Review

Neighborhood Health Partnership

RFP Rate Structure

city costs

Low HMO Coverage - F0CM		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	48	\$ 527.58	\$ 303,886
Employee & Spouse	0	1,171.23	-
Employee & Child(ren)	15	986.57	177,583
Family	<u>7</u>	1,540.53	129,405
Total	70		
			Total \$ 610,873

Low HMO Coverage - F0CM		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	70	\$ 527.58	\$ 443,167
Employee & Spouse	2	849.41	20,386
Employee & Child(ren)	23	757.08	208,953
Family	<u>11</u>	1,034.06	136,495
Total	106		
			Total \$ 809,001

High HMO Coverage - F0BG		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	17	\$ 609.33	\$ 124,303
Employee & Spouse	2	1,352.71	32,465
Employee & Child(ren)	8	1,139.45	109,387
Family	<u>4</u>	1,779.24	85,404
Total	31		
			Total \$ 351,559

Monthly \$ 67,417
 Difference to Current -15.9%

POS Coverage - F0DV		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	5	\$ 536.29	\$ 32,177
Employee & Spouse	0	1,190.56	-
Employee & Child(ren)	0	1,002.86	-
Family	<u>0</u>	1,565.97	-
Total	5		
			Total \$ 32,177

Combined Total \$ 994,610
 Cost to City \$ 809,001

City of Miami Springs

Premium Review

UnitedHealthcare

RFP Rate Structure

city costs

Low HMO Coverage - 0KN		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	48	\$ 688.26	\$ 396,438
Employee & Spouse	0	1,527.94	-
Employee & Child(ren)	15	1,287.05	231,669
Family	7	2,009.72	168,816
Total	70		
			Total \$ 796,923

Low HMO Coverage - F0CM		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	70	\$ 688.26	\$ 578,138
Employee & Spouse	2	1,108.10	26,594
Employee & Child(ren)	23	987.66	272,593
Family	11	1,348.99	178,067
Total	106		
			Total \$ 1,055,392

High HMO Coverage - 0KG		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	17	\$ 789.93	\$ 161,146
Employee & Spouse	2	1,753.64	42,087
Employee & Child(ren)	8	1,477.17	141,808
Family	4	2,306.60	110,717
Total	31		
			Total \$ 455,758

Monthly \$ 87,949
 Difference to Current 9.7%

POS Coverage - 0L1		<u>Total</u>	<u>Annual</u>
<u>Type of Coverage</u>	<u># Employees</u>	<u>Rates</u>	<u>Premium</u>
Employee	5	\$ 692.04	\$ 41,522
Employee & Spouse	0	1,536.33	-
Employee & Child(ren)	0	1,294.11	-
Family	0	2,020.76	-
Total	5		
			Total \$ 41,522

Combined Total \$ 1,294,204

Cost to City \$ 1,055,392

City of Miami Springs

2015-2016 Health Insurance Plan

	Aetna		
	Low HMO	High HMO	POS
Plan Name/Number	HN Only	HN Only	HN Option
Annual Deductible			
<i>In-network</i>	\$500/\$1,500	\$250/\$750	\$750/\$1,500
<i>Out-of-Network</i>	N/A	N/A	\$3,000/\$6,000
Out of Pocket Limit			
<i>In-network</i>	\$2,500/\$5,000	\$1,500/\$3,000	\$2,500/\$5,000
<i>Out-of-Network</i>	N/A	N/A	\$7,500/\$15,000
Lifetime Maximum			
<i>In-network</i>	Unlimited	Unlimited	Unlimited
<i>Out-of-Network</i>	N/A	N/A	Unlimited
Office Visit			
<i>In-network PCP</i>	\$30 copay	\$15 copay	\$25 copay
<i>In-network Specialists</i>	\$40 copay	\$25 copay	\$40 copay
<i>Open Access</i>	Yes	Yes	Yes
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Prescription Drugs			
<i>Formulary</i>	Yes	Yes	Yes
<i>Level 1</i>	\$15	\$15	\$15
<i>Level 2</i>	\$35	\$35	\$35
<i>Level 3</i>	\$60	\$50	\$60
<i>Level 4</i>	10%	10%	10%
<i>Mail Order</i>	2.0 x copay for 90 day supply for Levels 1,2,3	2.0 x copay for 90 day supply for Levels 1,2,3	2.0 x copay for 90 day supply for Levels 1,2,3

	Aetna		
	Low HMO	High HMO	POS
Plan Name/Number	HN Only	HN Only	HN Option
Emergency Room	\$200 Copay	\$100 Copay	\$200 Copay
Urgent Care			
<i>In-network</i>	\$75 Copay	\$50 Copay	\$75 Copay
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Hospital Inpatient			
<i>In-network</i>	\$300/day, 5 day max after deductible	\$250/day, 5 day max after deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Hospital Deductible			
<i>In-network</i>	None	None	N/A
<i>Out-of-Network</i>	N/A	N/A	N/A
Outpatient Surgery			
<i>In-network</i>	0% after deductible	\$250 Copay, after deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Mental Health			
Inpatient			
<i>In-network</i>	\$300/day, 5 day max after deductible	\$250/day, 5 day max after deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Outpatient			
<i>In-network</i>	\$40 Copay	\$25 Copay	\$40 Copay
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Drug & Alcohol Abuse			
Inpatient			
<i>In-network</i>	\$300/day, 5 day max after deductible	\$250/day, 5 day max after deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Outpatient			
<i>In-network</i>	\$40 Copay	\$25 Copay	\$40 Copay
<i>Out-of-Network</i>	N/A	N/A	50% after deductible

City of Miami Springs

2015-2016 Health Insurance Plan

	Florida Blue		
	Low HMO	High HMO	POS
Plan Name/Number	BlueCare 60	BlueCare 56	BlueOptions 03769
Annual Deductible			
<i>In-network</i>	\$500/\$1,000	\$0	\$500/\$1,500
<i>Out-of-Network</i>	N/A	N/A	\$1,500/\$4,500
Out of Pocket Limit			
<i>In-network</i>	\$3,500/\$7,000	\$2,500/\$7,500	\$3,000/\$6,000
<i>Out-of-Network</i>	N/A	N/A	\$6,000/\$12,000
Lifetime Maximum			
<i>In-network</i>	Unlimited	Unlimited	Unlimited
<i>Out-of-Network</i>	N/A	N/A	Unlimited
Office Visit			
<i>In-network PCP</i>	\$25 copay	\$15 copay	\$25 copay
<i>In-network Specialists</i>	\$45 copay	\$35 copay	\$60 copay
<i>Open Access</i>	Yes	Yes	Yes
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Prescription Drugs			
<i>Formulary</i>	Yes	Yes	Yes
<i>Level 1</i>	\$10	\$10	\$10
<i>Level 2</i>	\$30	\$30	\$30
<i>Level 3</i>	\$50	\$50	\$50
<i>Level 4</i>	Subject to cost share	Subject to cost share	Subject to cost share
<i>Mail Order</i>	\$25/\$75/\$125	\$25/\$75/\$125	\$25/\$75/\$125

	Florida Blue		
	Low HMO	High HMO	POS
Plan Name/Number	BlueCare 60	BlueCare 56	BlueOptions 03769
Emergency Room	\$100 Copay	\$100 Copay	\$300 Copay
Urgent Care			
<i>In-network</i>	\$45 Copay	\$35 Copay	\$65 Copay
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Hospital Inpatient			
<i>In-network</i>	\$325/day Copay, \$1,625 max. no deductible	\$200/day Copay, \$1,000 max. no deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Hospital Deductible			
<i>In-network</i>	None	None	N/A
<i>Out-of-Network</i>	N/A	N/A	N/A
Outpatient Surgery			
<i>In-network</i>	\$275 Copay	\$150 Copay	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	50% after deductible
Mental Health			
Inpatient			
<i>In-network</i>	\$0 Copay, no deductible	\$0 Copay, no deductible	\$0 Copay, no deductible
<i>Out-of-Network</i>	N/A	N/A	50% no deductible
Outpatient			
<i>In-network</i>	\$0 Copay	\$0 Copay	\$0 Copay
<i>Out-of-Network</i>	N/A	N/A	50% no deductible
Drug & Alcohol Abuse			
Inpatient			
<i>In-network</i>	\$0 Copay, no deductible	\$0 Copay, no deductible	\$0 Copay
<i>Out-of-Network</i>	N/A	N/A	50% no deductible
Outpatient			
<i>In-network</i>	\$0 Copay	\$0 Copay	\$0 Copay
<i>Out-of-Network</i>	N/A	N/A	50% no deductible

City of Miami Springs

2015-2016 Health Insurance Plan

	Neighborhood Health Partnership (NHP)		
	Low HMO	High HMO	POS
Plan Name/Number	Plan FOCM	Plan FOBG	Plan FODV
Annual Deductible			
<i>In-network</i>	\$750/\$1,500	\$0	\$750/\$1,500
<i>Out-of-Network</i>	N/A	N/A	\$1,500/\$3,000
Out of Pocket Limit			
<i>In-network</i>	\$2,250/\$5,500	\$1,500/\$3,000	\$2,750/\$5,500
<i>Out-of-Network</i>	N/A	N/A	\$5,500/\$11,000
Lifetime Maximum			
<i>In-network</i>	Unlimited	Unlimited	Unlimited
<i>Out-of-Network</i>	N/A	N/A	Unlimited
Office Visit			
<i>In-network PCP</i>	\$25 copay	\$15 copay	\$20 copay
<i>In-network Specialists</i>	\$50 copay	\$15 copay	\$20 copay
<i>Open Access</i>	Yes	Yes	Yes
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Prescription Drugs			
<i>Formulary</i>	Yes	Yes	Yes
<i>Level 1</i>	\$10	\$10	\$10
<i>Level 2</i>	\$35	\$35	\$35
<i>Level 3</i>	\$60	\$50	\$60
<i>Level 4</i>	\$10/100/200	\$10/125/250	\$10/100/200
<i>Mail Order</i>	2.5 x copay for 90 day supply for Levels 1,2,3	2.0 x copay for 90 day supply for Levels 1,2,3	2.5 x copay for 90 day supply for Levels 1,2,3

	Neighborhood Health Partnership (NHP)		
	Low HMO	High HMO	POS
Plan Name/Number	Plan FOCM	Plan FOBG	Plan FODV
Emergency Room	\$100 Copay	\$50 Copay	\$100 Copay
Urgent Care			
<i>In-network</i>	\$50 Copay	\$25 Copay	\$50 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Hospital Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Hospital Deductible			
<i>In-network</i>	None	None	N/A
<i>Out-of-Network</i>	N/A	N/A	N/A
Outpatient Surgery			
<i>In-network</i>	0% after deductible	0% after deductible	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Mental Health			
Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Outpatient			
<i>In-network</i>	\$50 Copay	\$15 Copay	\$20 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Drug & Alcohol Abuse			
Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Outpatient			
<i>In-network</i>	\$50 Copay	\$15 Copay	\$20 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible

City of Miami Springs

2015-2016 Health Insurance Plan

	UnitedHealthcare (UHC)		
	Low HMO	High HMO	POS
Plan Name/Number	Plan OKN	Plan OKG	Plan OL1
Annual Deductible			
<i>In-network</i>	\$750/\$1,500	N/A	\$750/\$1,500
<i>Out-of-Network</i>	N/A	N/A	\$1,500/\$3,000
Out of Pocket Limit			
<i>In-network</i>	\$2,250/\$5,500	\$1,000/\$2,000	\$2,750/\$5,500
<i>Out-of-Network</i>	N/A	N/A	\$5,500/\$11,000
Lifetime Maximum			
<i>In-network</i>	Unlimited	Unlimited	Unlimited
<i>Out-of-Network</i>	N/A	N/A	Unlimited
Office Visit			
<i>In-network PCP</i>	\$25 copay	\$15 copay	\$20 copay
<i>In-network Specialists</i>	\$50 copay	\$25 copay	\$40 copay
<i>Open Access</i>	Yes	Yes	Yes
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Prescription Drugs			
<i>Formulary</i>	Yes	Yes	Yes
<i>Level 1</i>	\$10	\$10	\$10
<i>Level 2</i>	\$35	\$30	\$35
<i>Level 3</i>	\$60	\$50	\$60
<i>Level 4</i>	Subject to cost share	Subject to cost share	Subject to cost share
<i>Mail Order</i>	2.5 x copay for 90 day supply for Levels 1,2,3	2.5 x copay for 90 day supply for Levels 1,2,3	2.5 x copay for 90 day supply for Levels 1,2,3

	UnitedHealthcare (UHC)		
	Low HMO	High HMO	POS
Plan Name/Number	Plan OKN	Plan OKG	Plan OL1
Emergency Room	\$100 Copay	\$150 Copay	\$100 Copay
Urgent Care			
<i>In-network</i>	\$50 Copay	\$50 Copay	\$75 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Hospital Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Hospital Deductible			
<i>In-network</i>	None	N/A	None
<i>Out-of-Network</i>	N/A	N/A	N/A
Outpatient Surgery			
<i>In-network</i>	0% after deductible	\$250 Copay	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Mental Health			
Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Outpatient			
<i>In-network</i>	\$50 Copay	\$25 Copay	\$40 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Drug & Alcohol Abuse			
Inpatient			
<i>In-network</i>	0% after deductible	\$500 Copay/admit	20% after deductible
<i>Out-of-Network</i>	N/A	N/A	40% after deductible
Outpatient			
<i>In-network</i>	\$50 Copay	\$25 Copay	\$40 Copay
<i>Out-of-Network</i>	N/A	N/A	40% after deductible

City of Miami Springs

Evaluation of Proposals

Health

Aetna

Service (20%)

- Quality of Networks being utilized (adequate coverage of specialities, pharmacies, urgent care facilities, lab facilities)
- Number of Hospitals and physicians under contract and accepting patients
- Comparison of physicians in local area
- Ability to provide timely claim reporting
- Availability of staff to provide year round assistance
- COBRA administration services available

Response to Questionnaire	Excellent
Employee Materials	Yes
Enrollment Assistance	Yes
Ongoing Communication Pieces	Yes
COBRA Assistance	
In House or 3rd party	Aetna
Additional costs?	Additional Costs, <u>not</u> included in pricing \$230/annual, \$1.05/employee/mth Initial notification, \$3.00 per notice
Dedicated Customer Service Staff Member	No, team approach Account Mgr - Joy Bailey
Customer Service Hours	24/7/365
Claim Payment Location	Jacksonville, FL
# Clients served at location	3,637
# Members served at location	1,844,614
Claims Management Reporting	
How often?	Semi-Annual utilization/claims reports
Web based?	Yes
Billing	
Self Administered	No
Monthly Invoices electronic?	Available electronically and online view
Ability to break out depts, Retiree, etc	Yes
Take credits immediately?	Prefer to pay as billed

Aetna

Network of Providers

Report of Available Providers		<u>HMO</u>	<u>POS</u>
Miami-Dade	PCPs	1,104	1,104
	Pediatricians	469	469
	OB/GYN	323	323
	Urgent Care	46	46
	Lab	72	72
	Hospitals	25	25
	Pharmacies	574	574
Broward	PCPs	877	877
	Pediatricians	301	301
	OB/GYN	319	319
	Urgent Care	67	67
	Lab	55	55
	Hospitals	21	21
	Pharmacies	444	444

Turnover of Physicians HMO - 3.89%

Physician Credentialing Process Physician office visits typically twice a year

Specialists Referral Procedures All plans are open access, referrals not required

Coverage Offered (25%)

- Ability to duplicate existing coverage for employees/retirees/dependents
- Number of restrictions or exclusions imposed
- Ability of insured to access the company professionals to discuss benefit coverage issues, nurse help line and health topics

Refer to Benefit Comparisons

Nurse Help Line	Yes, 24/7
Deductible Credit	Yes, current carrier
Out of Pocket Credit	Yes, current carrier

Aetna

Corporate Stability (15%)

- The Secure Financial Strength Rating from A.M. Best
- Backgrounds and qualifications of key personnel
- Referrals from municipal clients (3 minimum)

Local Account Representatives	Sunrise, FL
Years in business	16 years
Years with carrier	16 years

A.M. Best Rating	A, Excellent
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Other Municipal Clients

- 1- The Village of Pinecrest
- 2- Town of Lantana
- 3- City of Lake Mary

Overall Cost (40%)

- Premiums being charged for employees, retirees and dependents
- Medical Trend history and current factors
- Ancillary costs added on to the program
- Cost guarantees/rating caps for future periods

Refer to Premium Comparisons

Current Trend Rates	HMO - 11.52%
	PPO - 11.52%
	Rx - 11.50%

Rate Guarantees	12 month
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Rate Increase History	<u>HMO</u>	<u>PPO</u>
	2012	
	2013	Varies due for a variety of reasons; location, size, products
	2014	services, plan design, claims experience, current pricing
	2015	

Accepted Loss Ratio	85%, proposed funding falls within this range
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Additional Charges due to high utilization	No
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City of Miami Springs

Evaluation of Proposals

Health

Florida Blue

Service (20%)

- Quality of Networks being utilized (adequate coverage of specialties, pharmacies, urgent care facilities, lab facilities)
- Number of Hospitals and physicians under contract and accepting patients
- Comparison of physicians in local area
- Ability to provide timely claim reporting
- Availability of staff to provide year round assistance
- COBRA administration services available

Response to Questionnaire	Excellent
Employee Materials	Yes
Enrollment Assistance	Yes
Ongoing Communication Pieces	Yes
COBRA Assistance	
In House or 3rd party	Florida Blue
Additional costs?	Included in medical premiums Cobra services only provided for Florida Blue products
Dedicated Customer Service Staff Member	No, team approach
Customer Service Hours	8-6 Mon-Thur 9-6 Fri
Claim Payment Location	Jacksonville, FL
# Clients served at location	1,983,282
# Members served at location	3,181,906
Claims Management Reporting	
How often?	Monthly utilization/claims reports
Web based?	No
Billing	
Self Administered	No
Monthly Invoices electronic?	Available electronically and online view
Ability to break out depts, Retiree, etc	Yes
Take credits immediately?	Prefer to pay as billed

Florida Blue

Network of Providers

Report of Available Providers		<u>HMO</u>	<u>POS</u>
Miami-Dade	PCPs	1,174	1223
	Pediatricians	375	390
	OB/GYN	250	259
	Urgent Care	20	20
	Lab	30	31
	Hospitals	23	23
	Pharmacies	552	552
Broward	PCPs	705	757
	Pediatricians	207	212
	OB/GYN	184	186
	Urgent Care	45	45
	Lab	23	23
	Hospitals	23	23
	Pharmacies	420	420

Turnover of Physicians HMO - 4.1%, POS - 3.57%

Physician Credentialing Process As needed visits, some high volume receive monthly or quarterly

Specialists Referral Procedures All plans are open access, referrals not required
 All HMO participants must select a PCP

Coverage Offered (25%)

- Ability to duplicate existing coverage for employees/retirees/dependents
- Number of restrictions or exclusions imposed
- Ability of insured to access the company professionals to discuss benefit coverage issues, nurse help line and health topics

Refer to Benefit Comparisons

Nurse Help Line	Yes, available 24/7/365; Health Coach Line 24/7
Deductible Credit	Yes
Out of Pocket Credit	Yes

Florida Blue

Corporate Stability (15%)

- The Secure Financial Strength Rating from A.M. Best
- Backgrounds and qualifications of key personnel
- Referrals from municipal clients (3 minimum)

Local Account Representatives

Years in business
 Years with carrier

Ft. Lauderdale, FL
 Strategic Acct. Executive - 20+ years
 approx 10 yrs

A.M. Best Rating

A+, Excellent

Other Municipal Clients

Will provide if a finalist

- 1-
- 2-
- 3-

Overall Cost (40%)

- Premiums being charged for employees, retirees and dependents
- Medical Trend history and current factors
- Ancillary costs added on to the program
- Cost guarantees/rating caps for future periods

Refer to Premium Comparisons

Current Trend Rates

HMO - N/A
 PPO - N/A
 Rx - N/A

Rate Guarantees

12 month

Rate Increase History

	<u>HMO</u>	<u>PPO</u>
2012	8.0%	9.0%
2013	10.3%	10.8%
2014	10.3%	10.8%
2015	8.8%	10.1%

Accepted Loss Ratio

Unavailable due to changing ACA regulations

Additional Charges due to high utilization

No

City of Miami Springs

Evaluation of Proposals

Health

Neighborhood Health Partnership

Service (20%)

- Quality of Networks being utilized (adequate coverage of specialties, pharmacies, urgent care facilities, lab facilities)
- Number of Hospitals and physicians under contract and accepting patients
- Comparison of physicians in local area
- Ability to provide timely claim reporting
- Availability of staff to provide year round assistance
- COBRA administration services available

Response to Questionnaire	Excellent, in combination with UHC
Employee Materials	Yes
Enrollment Assistance	Yes
Ongoing Communication Pieces	Yes
COBRA Assistance	
In House or 3rd party	In house
Additional costs?	Additional Costs, <u>not</u> included in pricing \$4.50/participant/month, \$14.50 for qualifying event notification, \$3.00 new hire notification
Dedicated Customer Service Staff Member	No, Dedicated Client Service Manager
Customer Service Hours	8-8 Mon-Fri
Claim Payment Location	5 National Transaction Centers
# Clients served at location	15,556
# Members served at location	18.5 million
Claims Management Reporting	
How often?	Quarterly
Web based?	No
Billing	
Self Administered	No
Monthly Invoices electronic?	No, paper invoices
Ability to break out depts, Retiree, etc	Yes
Take credits immediately?	Possible, with explanations provided to NHP Prefer pay as billed with adjustments on next statement

Neighborhood Health Partnership

Network of Providers

GeoAccess Reports

Report of Available Providers		<u>HMO</u>	<u>POS</u>
Miami-Dade	PCPs	1,090	1,090
	Pediatricians	404	404
	OB/GYN	287	287
	Urgent Care	33	33
	Lab	28	28
	Hospitals	27	27
	Pharmacies	695	695
	Broward	PCPs	816
	Pediatricians	251	251
	OB/GYN	234	234
	Urgent Care	48	48
	Lab	26	26
	Hospitals	22	22
	Pharmacies	475	475

Turnover of Physicians 0.3%

Physician Credentialing Process Physician office visits base on client experience

Specialists Referral Procedures NHP not required, all plans open access
 All employees must choose a PCP at enrollment

Coverage Offered (25%)

- Ability to duplicate existing coverage for employees/retirees/dependents
- Amount of restrictions or exclusions imposed
- Ability of insured to access the company professionals to discuss benefit coverage issues, nurse help line and health topics

Refer to Benefit Comparisons

Nurse Help Line Yes

Deductible Credit Yes

Out of Pocket Credit No

Neighborhood Health Partnership

Corporate Stability (15%)

- The Secure Financial Strength Rating from A.M. Best
- Backgrounds and qualifications of key personnel
- Referrals from municipal clients (3 minimum)

Local Account Representatives

Years in business

Years with carrier

Miramar, FL

not yet assigned

A.M. Best Rating

A-, Excellent

Other Municipal Clients

Will provide if a finalist

1-

2-

3-

Overall Cost (40%)

- Premiums being charged for employees, retirees and dependents
- Medical Trend history and current factors
- Ancillary costs added on to the program
- Cost guarantees/rating caps for future periods

Refer to Premium Comparisons

Current Trend Rates

HMO - 9.1%

POS - 9.1%

Rx - 10.0%

Rate Guarantees

12 months, might consider 15 month rates

Rate Increase History

	<u>HMO</u>	<u>POS</u>
2012	11.5%	11.5%
2013	10.0%	10.0%
2014	9.5%	9.5%
2015	9.1%	9.1%

Accepted Loss Ratio

not provided, proprietary and confidential

Additional Charges due to high utilization

No

City of Miami Springs

Evaluation of Proposals

Health

UnitedHealthcare

Service (20%)

- Quality of Networks being utilized (adequate coverage of specialties, pharmacies, urgent care facilities, lab facilities)
- Number of Hospitals and physicians under contract and accepting patients
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Claim Payment Location	5 National Transaction Centers
# Clients served at location	15,556
# Members served at location	18.5 million
Claims Management Reporting	
How often?	Online availability
Web based?	Yes
Billing	
Self Administered	No
Monthly Invoices electronic?	Yes billing available through eServices
Ability to break out depts, Retiree, etc	Yes
Take credits immediately?	Possible, with explanations provided to UHC Prefer pay as billed with adjustments on next statement

UnitedHealthcare

Network of Providers

GeoAccess Reports

Report of Available Providers		<u>HMO</u>	<u>POS</u>
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UnitedHealthcare

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HMO - 9.1%
 POS - 9.1%
 Rx - 10.0%

Rate Guarantees

12 months, might consider 15 month rates

Rate Increase History

	<u>HMO</u>	<u>POS</u>
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2013	10.0%	10.0%
2014	9.5%	9.5%
2015	9.1%	9.1%

Accepted Loss Ratio

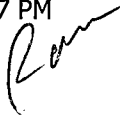
not provided, proprietary and confidential

Additional Charges due to high utilization

No

Ron Gorland

From: George Lob [mailto:george@magnum.com]
Sent: Wednesday, August 05, 2015 3:17 PM
To: Ron Gorland
Cc: 'Karl Philip Bithorn'; 'Tony Silva'
Subject: Bar-B-Que Blast at the Circle



The Optimist club requests Council approval of our application to have our Bar-B-Que Blast September 19, 2015 in a partial Circle closure of approximately 11 hours. The closure is similar to the Relay For Life as shown on the map submitted with our application (attached). In addition, we are asking for the associated costs be waived - estimated Police (est. \$2,600) and Public Works (est. \$1,451) and port-o-potties (\$200) for a total est. \$4,251.00. Estimated costs are based primarily on the recent Cancer Relay event.

We are also requesting that the budget for FY15-16 also include our BBQ event (exact date to be determined).

The Optimist Club will have a representative at the August 10th Council meeting to answer any questions. Thank you for your consideration in this matter.

Sincerely,

George V. Lob
Vice-President
Miami Springs Optimist Club
Archery Club
Phone: (305) 760-6206
Fax: (305) 405-8774

CITY OF MIAMI SPRINGS



City Manager's Office
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 805-5010
Fax: (305) 805-5040

SPECIAL EVENTS APPLICATION

(TO CONDUCT A SPECIAL EVENT ON CITY PROPERTY OR OTHER PUBLIC PROPERTY)

1. **APPLICANT:** Tony Silva
Name of Organization: Miami Springs/Virginia Gardens Optimist Club, Inc.
Address: 1101 Wren Ave
Phone: (305) 345-1019 Fax: _____

2. **EVENT:** Bar-B-Que Blast
Purpose: Fund Raiser
Profit: _____ Non-Profit:
Date: 09/19/2015
Time Start: 10:00 am End: 8:00 pm
Estimated # of participants: 50 Estimated # of spectators: 800
Location of event: Miami Springs Circle
(Attach map to show route, if applicable)

3. **INSURANCE:** Attach Certificate of Insurance naming City of Miami Springs as an additional insured: Limits \$1 Million each person; \$2 Million each occurrence for bodily injury liability; \$100,000 each occurrence on property damage liability.

4. **RENTAL FEE:** Circle/Gazebo pavilion for weddings and/or private events: Rental fee for 3-hour minimum is \$500.00, and every additional hour is \$125.00. Curtiss Parkway median rental fee is \$100.00. (Non-profit organizations will not be charged a fee. Proper documentation must be shown). Per Resolution #2012-3557.

5. **FACILITY CLEAN-UP/DAMAGE REPAIR:** There is a deposit required of \$100 to cover cost of applicant litter clean-up and facility repair. Applicant agrees to reimburse the City if its clean-up/damage repair costs exceed the \$100 deposit. If no clean-up/damage repair is required, the deposit will be returned. **NOTE:** Applicant is responsible for providing adequate "recycling" containers to dispose of recyclable material.

6. **SPECIAL SERVICE:** Police: Traffic control and/or crowd control will be determined by the Miami Springs Police Department. Any police personnel costs incurred in addition to normal operating expenses will be provided by off-duty police officers and must be arranged with the Chief of Police or his designee.

7. **CODE COMPLIANCE:** Any placement of placards, banners, signs, etc., must be cleared with the Code Compliance Officer in compliance with the City Code.

8. **NOISE AND MUSIC PERMITS:** Permits may be issued upon the completion of the application, investigation, and decision making processes set forth in Code of Ordinance sections 99-20 through 99-25.

Applicant hereby affirms that none of the activities involved in this request involve any nudity or acts which could be construed as lewd, offensive to the senses, or offensive to the decency of an individual or the City.

Applicant: George Lob, Vice-President
(Print Name/Title)

Digitally signed
by George Lob
(Signature) Date: 2015.07.15
10:09:16 -04'00'

07/15/2015
(Date)

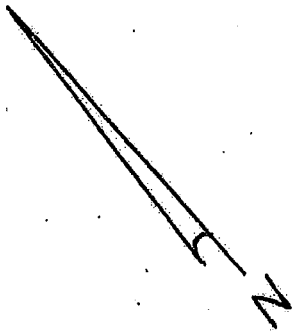
- 1. Risk Manager _____ Date _____
- 2. Chief of Police _____ Date _____
- 3. Code Compliance _____ Date _____
- 4. City Manager _____ Date _____

<u>Enclosure:</u> Certificate of Insurance	Yes _____	No _____	Waived _____
Route Map	Yes _____	No _____	Waived _____
Clean-up/Damage Repair Deposit	Yes _____	No _____	Waived _____
Usage Fee	Yes _____	No _____	Waived _____
Special Condition	Yes _____	No _____	Waived _____
Facility Agreement	Yes _____	No _____	Waived _____


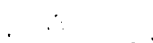


REFERENCES: _____

FOLLOW-UP NOTES: _____

Please initial _____



CURTISS

-  Water Barricade
-  standard Barricade
-  Police vehicle
-  Sign Board

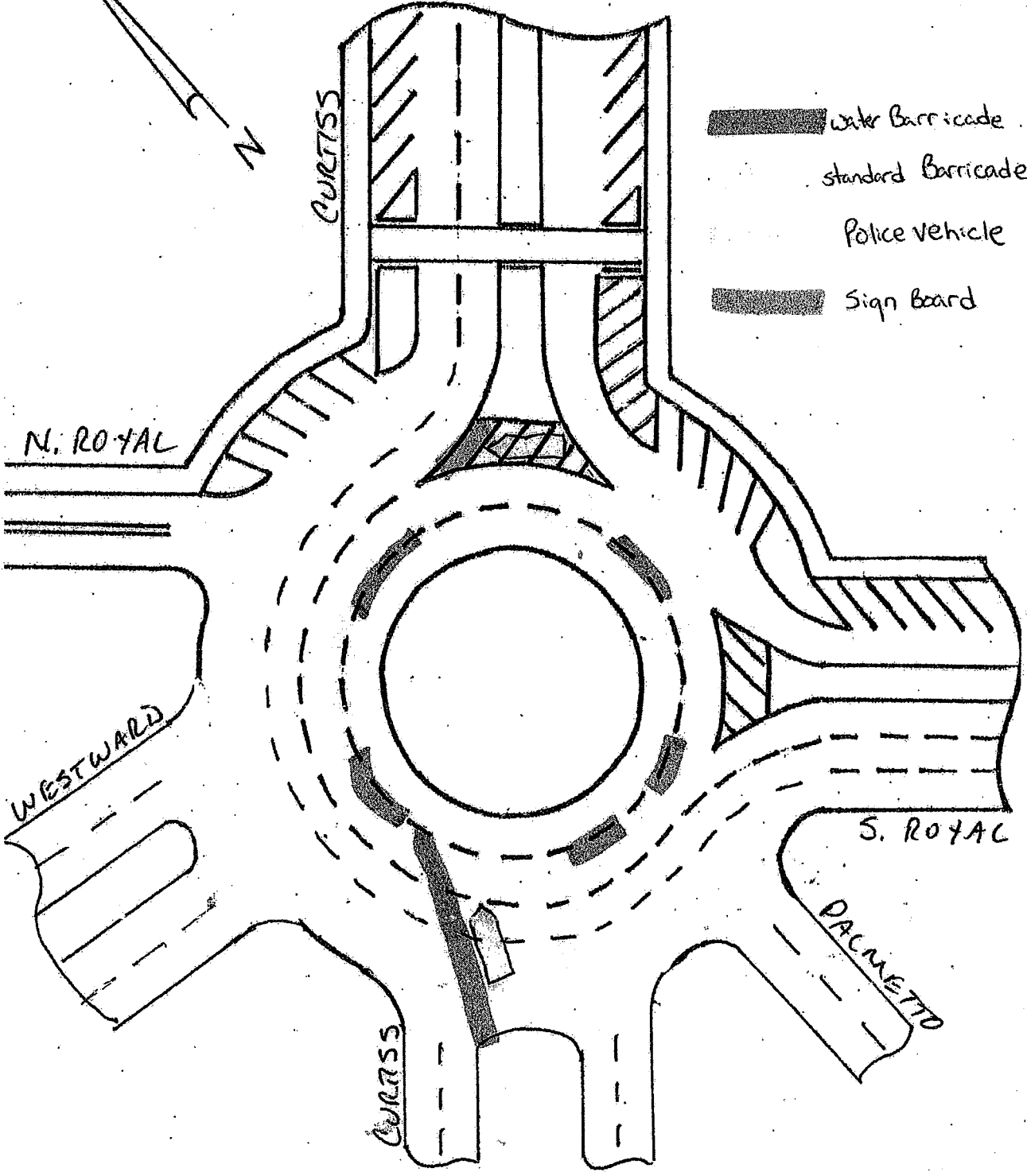
N. ROYAL

WESTWARD

S. ROYAL

DALMETTO

CURASS



CITY OF MIAMI SPRINGS



Finance Department
201 Westward Drive
Miami Springs, FL 33166-5289
Phone: (305) 805-5014
Fax: (305) 805-5037

To: The Honorable Mayor Javier Garcia and Members of the City Council

VIA: Ron Gorland, City Manager

FR: William Alonso, CPA, CGFO, Finance Director

Date: July 27, 2015

Re: FY2014-2015 3rd Quarter Budget Status Report (Unaudited)

Attached, please find the above referenced report based on revenues received and appropriations expended through June 30th, 2015. The purpose of this report is to apprise the City's governing body of the FY2014-2015 budgetary status and projected year-end revenues, expenditures, and fund balances

I. OVERVIEW

At the end of the third quarter of FY2015 the City is within budgeted revenues and expenditures. We are projecting a year end budgeted surplus and in our fund balance of approx. \$194,567 at the end of the fiscal year, the original budget had a surplus of \$190,462. The revenues and expenditures as of the end of the third quarter of FY2014-2015 are within budgeted amounts.

As you can see from page 18, the golf course reported a loss which is about \$201,119 lower than the third quarter of last year. This was mainly due to strong revenues for the quarter.

As in previous interim reports, this report is organized as follows:

- I. Overview/Financial Dashboard - Pages 1-3
- II. General Fund Revenues – Page 4
- III. General Fund Expenditures – Page 6
- IV. General Fund Subsidized Departments
 - a) Senior center - Page 7
- V. Enterprise Funds - Pages 8-9
- VI. Investments – Page 10
- VII. Analysis of Charges for Services

- a) Building & Zoning/Code Enforcement – Page 11
- b) Recreation Department – Page 12

VIII. Other Funds

- a) Road and Transportation Fund – Page 13
- b) Law Enforcement Trust Fund – Page 14
- c) Capital Fund – Page 15
- d) Debt Service Fund – Page 16

IX Status of Designated Fund Balance Page 17

X. Golf Course Financial Report – Pages 18,19 and A-1 thru C-1

The following chart is a projection of the City’s projected revenues, expenditures, and general fund balance as of the end of the 3rd Qtr FY2015:

Chart A – General Fund Balance Projection as of 2nd quarter FY2014-2015

Chart A- General Fund Budget Summary-FY 2014-2015

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Projected Year-End</u>	<u>Variance</u>
Sources:				
General Fund beginning balance	4,263,647	4,263,647	4,263,647	-
Current revenues	14,986,547	15,038,496	14,963,304	(75,192)
Transfers in	<u>530,000</u>	<u>530,000</u>	<u>530,000</u>	<u>-</u>
Total Sources	<u>19,780,194</u>	<u>19,832,143</u>	<u>19,756,951</u>	<u>(75,192)</u>
Uses:				
Operating expenditures	14,781,823	14,906,351	14,757,287	(149,064)
Transfers out	<u>567,153</u>	<u>579,054</u>	<u>541,449</u>	<u>(37,605)</u>
Total Uses	<u>15,348,976</u>	<u>15,485,405</u>	<u>15,298,736</u>	<u>(186,669)</u>
General Fund ending balance	<u>4,431,218</u>	<u>4,346,738</u>	<u>4,458,214</u>	<u>111,476</u>
Projected change in fund balance		<u>194,567</u>		

FINANCIAL DASHBOARD

FINANCIAL INDICATORS-GENERAL FUND

	<i>Budgeted</i>	<i>Actual</i>	<i>% of budget</i>
General Fund Revenues as of 6/30/15	\$15,568,496	\$12,493,721	80% (1)
General Fund Revenues as of 6/30/14	\$15,581,847	\$13,093,051	84% (1)

General Fund Expenditures as of 6/30/15	\$15,473,504	\$10,784,381	70% (2)
General Fund Expenditures as of 6/30/14	\$15,900,382	\$11,236,438	71% (2)

	<i>As of 9/30/14</i>	<i>Projected 9/30/15</i>	<i>\$ Increase/Decrease</i>
General Fund Reserve	\$4,263,647	\$4,458,214	\$194,567

INVESTMENT INDICATOR

	<i>As of 6/30/14</i>	<i>As of 6/30/15</i>	<i>\$ Increase/(Decrease)</i>
Investments	\$ 6,186,252	\$6,002,824	\$(183,428)

FINANCIAL INDICATORS-OTHER

	<i>Revenues as of 6/30/15</i>	<i>Expenditures as of 6/30/15</i>	<i>Deficit at 6/30/15</i>	<i>Deficit at 6/30/14</i>
Golf Course fund operating deficit requiring General Fund subsidy	\$1,006,133	\$1,360,904	\$(354,771)	\$(555,890)

	<i>Revenues as of 6/30/15</i>	<i>Expenditures as of 6/30/15</i>	<i>Deficit at 6/30/15</i>	<i>Surplus at 6/30/14</i>
Building Dept.	\$ 439,740	\$ 548,889	\$ (109,149)	\$209,031

	<i>As of 9/30/14</i>	<i>As of 6/30/15</i>	<i>\$ Increase/(Decrease)</i>
Long-Term Debt	\$6,028,141	\$10,620,092	\$4,600,951

	<i>At 6/30/15</i>	<i>At 6/30/14</i>
% of Recreation Expenditures Collected in Fees	18.8%	22.4%

Notes:

(1) you can see that for the current year our revenues are being received at a 80% rate compared to 84% for the same period last year.

(2) Actual expenditures are running slightly lower than last year 70% vs. 71% when compared to budgeted expenditures.

II) REVENUES

Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending June 30, 2015
(75% OF YEAR COMPLETED)

Department	2013-14	FISCAL YEAR 2014-2015					Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 6/30/15	% OF BUDGET	PRIOR YEAR AS of 6/30/15	
Ad Valorem Taxes - Current	\$ 6,653,974	\$ 6,897,607	\$ 6,897,607	\$ 6,737,817	98%	\$ 6,500,783	1
Ad Valorem Taxes - Delinquent	15,227	80,000	80,000	17,504	22%	1,271	1
Utility and Franchise Taxes	2,748,761	2,556,000	2,556,000	1,666,394	65%	1,645,001	
Occupational Licenses - City	72,758	75,000	75,000	62,792	84%	55,311	
Occupational Licenses - County	21,827	15,000	15,000	11,812	79%	13,570	
Building Permits	414,313	450,000	450,000	126,150	28%	398,526	
Electrical Permits	90,186	75,000	75,000	38,112	51%	69,823	
Plumbing Permits	47,490	50,000	50,000	16,277	33%	41,554	
Roofing Permits	68,744	55,000	55,000	52,670	96%	52,055	
Mechanical Permits	54,504	17,000	17,000	15,604	92%	37,500	
Certification of Completions	3,850	2,000	2,000	1,940	97%	2,370	
Structural Permits	26,260	20,000	20,000	17,162	86%	18,172	
POD Permit Fees	1,350	700	700	1,250	179%	975	
Other Permits	199,419	135,000	135,000	137,655	102%	113,830	
Misc Plan Reviews		5,000	5,000		0%	-	
Zoning Review Fees	30,053	30,000	30,000	28,700	96%	22,753	
General Planning & Zoning Fees	12,460	12,000	12,000	4,220	35%	6,260	
Local Option Gas Tax	367,298	376,729	376,729	284,726	76%	277,145	
Revenue sharing	426,621	435,970	435,970	311,492	71%	298,545	
Alcoholic Beverage License	12,237	15,000	15,000	11,394	76%	11,552	
1/2-cent Sales Tax	1,003,119	1,049,058	1,049,058	709,688	68%	677,733	
Gas Tax Rebate	8,775	11,000	11,000	2,238	20%	6,479	
School Crossing Guards	15,225	20,000	20,000	12,383	62%	10,958	
After School Programs	38,126	32,000	32,000	33,377	104%	28,871	
SWIM MEETS/TEAM RENTAL	11,215	5,000	5,000	4,373	87%	8,421	
Swimming Pool Admissions	68,538	7,200	7,200	2,700	38%	42,826	
Annual Daddy/Daughter Dance	4,453	4,775	4,775	4,843	101%	-	
Pelican theatre	8,985	10,000	10,000	8,570	86%	4,453	
Vending Machines	1,460	3,000	3,000	1,843	61%	8,405	
Fireworks-VG	3,000	3,000	3,000	-	0%	1,460	
Summer Camp	129,745	170,000	170,000	82,401	48%	-	
Summer Camp Activity Fee	22,545	18,000	18,000	23,395	130%	79,025	
Senior Center Rental	-	1,250	1,250	-	0%	21,075	
Annex Rental	-	1,000	1,000	-	0%	-	
Fitness Room Membership	38,122	20,000	20,000	20,970	105%	27,131	
Gym Admission Fees	-	3,000	3,000	-	0%	-	
Yoga Classes	7,115	8,550	8,550	4,772	56%	5,531	
Get Fit Summer Camp	5,750	16,000	16,000	6,000	38%	3,800	
Basketball Fees	29,490	42,175	42,175	26,750	63%	26,928	
Other activities	5,696	7,730	7,730	4,125	53%	8,070	
Pool Rental	7,180	2,000	2,000	2,160	108%	4,120	
Pool Memberships	8,015	1,000	1,000	757	76%	5,665	
Jazzercise	3,925	4,800	4,800	3,364	70%	2,944	
Green Fees	810,193	978,623	978,623	720,569	74%	650,735	
Golf Memberships	65,380	64,936	64,936	44,143	68%	43,230	
Cart Rentals	51,640	68,630	68,630	39,846	58%	39,236	
Range Fees	135,504	164,857	164,857	102,590	62%	105,183	
Golf Merchandise Sales	55,845	55,999	55,999	44,217	79%	44,111	
Gift Certificate Redeemed	481	-	-	609	100%	714	
Rain Check Redeemed	(1,227)	-	-	-	0%	(1,223)	
Golf Pro Commissions	(1,268)	-	-	-	0%	(1,268)	
Golf Course Rentals	7,832	9,694	9,694	19,953	206%	4,775	
Food and Beverage	28,225	57,942	57,942	34,206	59%	16,419	
GHIN Disabled Fees	-	1,200	1,200	-	0%	-	
Copies & Other Charges	2,481	3,000	3,000	2,130	71%	1,581	
Tree Replacement	3,360			2,125	100%	2,845	
Lien Search	17,050	15,000	15,000	13,145	88%	12,430	
Re-occupancy inspection fee	26,000	19,000	19,000	16,000	84%	20,375	
Clerk of the Court - Fines	133,357	138,482	138,482	55,241	40%	91,619	
Code Enforcement tickets	23,800	15,000	15,000	72,960	486%	17,450	
Disabled Parking tickets		9,200	9,200	8,788	96%	-	
Administrative Fee-Red Light hearings	9,721	19,540	19,540	11,828	61%	6,361	
Interest-CD's	10,102	7,000	7,000	5,383	77%	1,641	
Interest - Tax Collections	1,940	2,000	2,000	627	31%	1,683	
Rent - Metro Fire	12,724	15,000	15,000	8,717	58%	9,147	
Rent - Dade Co. Library	8,253	8,300	8,300	6,190	75%	6,190	
Rent - Bus Benches	4,369	4,300	4,300	3,375	78%	3,247	
Recreational Activities	17,836	12,000	12,000	15,890	132%	14,896	
Sprint Tower	92,108	90,000	90,000	92,727	103%	85,028	
Nextel	-	6,800	6,800	-	0%	-	
Metro PCS	8,881	8,500	8,500	-	0%	8,881	
Surplus sale of equipment	40,280	40,000	40,000	669	2%	29,755	

**Chart B-Schedule of General Fund Budgeted and Actual Revenues
For the Period Ending June 30, 2015
(75% OF YEAR COMPLETED)**

Department	2013-14	FISCAL YEAR 2014-2015					Note
	FULL YEAR ACTUAL	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL AS of 6/30/15	% OF BUDGET	PRIOR YEAR AS of 6/30/15	
Other Miscellaneous	28,055	67,500	67,500	28,005	41%	9,725	
Insurance Reimbursement	53,604			65,984	100%	71,282	
Code Enforcement Liens	5,925	500	500	-	0%	-	
Returned check charges	353			160	100%	280	
Byrne Grant	2,684	15,000	15,000	2,793	19%	-	
Other Grants	15,936	-	-	-	0%	15,936	
Red Light Fines	254,830	300,000	300,000	178,971	60%	218,553	2
Proceeds from Lease	623,843	45,000	96,949	-	0%	623,843	
ITF - Sanitation Admin Fee	470,000	470,000	470,000	352,500	75%	352,500	
ITF- Stormwater Admin Fee	60,000	60,000	60,000	45,000	75%	45,000	
Appropriated fund balance					#DIV/0!	-	
TOTALS >>>	\$ 15,767,908	\$ 15,516,547	\$ 15,568,496	\$ 12,493,721	80%	\$ 13,093,051	

II. REVENUES

Notes to Revenue Schedule:

- (1) Approximately 75-90% of the annual property tax assessment is collected during the months of October thru January of each fiscal year, the City invests all excess amounts until the funds are required to pay normal operating expenditures of the City.
- (2) Red light revenues are coming in lower than budgeted due to one of the cameras being offline until February 2015 due to construction in that area.

III) EXPENDITURES

Chart C-Schedule of General Fund Budgeted and Projected Expenditures
For the Period Ending June 30, 2015
(75% OF YEAR COMPLETED)

Department	FY2013-14 ACTUAL	FISCAL YEAR 2014-2015			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2015		
General Government:						
Mayor & City Council	118,424	150,945	150,945	96,206	64%	
Office of the City Manager	354,558	354,243	354,311	267,218	75%	
Office of the City Clerk	226,228	309,940	310,013	212,748	69%	
Office of the City Attorney	159,454	171,000	171,000	122,064	71%	
Human Resource Department	211,616	209,474	209,474	161,499	77%	
Finance-Administration	534,169	482,561	462,560	369,090	80%	
Finance-Professional Services	260,631	272,364	277,693	198,585	72%	
IT Department	307,498	335,516	335,516	217,175	65%	
Planning Department	80,764	101,698	101,698	52,686	52%	
Non-Departmental	28,903	-	-	-	0%	
Total General Government	2,282,245	2,387,741	2,373,210	1,697,271	72%	1
Public Safety:						
Police Department	5,760,810	6,007,721	6,046,787	4,445,184	74%	
Building, Zoning & Code Enforcement	609,625	644,782	650,717	475,658	73%	
Total Public Safety	6,370,435	6,652,503	6,697,504	4,920,842	73%	1
Public Works:						
Public Works - Administration	354,580	371,346	369,476	261,696	71%	
Public Works - Streets	351,735	390,685	397,185	289,742	73%	
Public Works - Properties	586,011	575,501	582,227	409,272	70%	
Public Works - Building Maintenance	267,037	256,034	261,428	116,954	45%	
Public Works - Fleet Maintenance	32,504	42,320	82,055	35,636	43%	
Total Public Works	1,591,867	1,635,886	1,692,371	1,113,300	66%	1
Parks and Recreation:						
Recreation	1,463,003	1,273,487	1,282,393	1,109,614	87%	
Aquatics	268,229	107,541	103,653	105,339	102%	
Tennis	18,744	19,851	20,851	3,734	18%	
Park Maintenance	97,495	204,925	227,300	93,432	41%	
Golf Administration	22,894	20,062	20,062	14,567	73%	
Golf Pro Shop	621,319	545,865	545,865	468,097	86%	
Golf Maintenance	1,998,540	1,170,979	1,180,159	878,242	74%	
Total Parks and Recreation	4,490,224	3,342,710	3,380,283	2,673,025	79%	
TOTAL GENERAL FUND EXPS.	14,734,771	14,018,840	14,143,368	10,404,438	74%	1
Transfers to other funds						
Debt Service fund	351,205	1,194,432	1,194,432	323,587	27%	
Senior Center Fund	110,622	135,704	147,605	56,356	38%	
Total Transfers Out:	461,827	1,330,136	1,342,037	379,943	28%	1
Increase (decrease) in fund balance	571,310	167,571	83,091	-		
TOTAL GENERAL FUND USES	15,767,908	15,516,547	15,568,496	10,784,381	69%	

III. EXPENDITURES

Notes to Expenditure Schedule:

- (1) All departments are within budget as of the end of the fiscal year. There are variances within some departments greater/less than 75%, however these fluctuations are based on seasonality and not on definite trends that will cause the department to be over budget later in the year. Any variances greater than 85% (if any) will be addressed by us herein.

IV) FUNDS SUBSIDIZED BY GENERAL FUND

CHART D-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-SENIOR CENTER
 (75% OF YEAR COMPLETED)

	FY2013-14 ACTUAL	FISCAL YEAR 2014-15			% OF ACTUAL VS. BUDGET
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2015	
Revenues:					
USDA C-1	\$ 9,999	\$ 9,815	\$ 18,000	\$ 14,030	78%
USDA C-2	19,952	18,000	9,815	7,556	77%
Local Grants C-1	97,295	96,759	96,759	69,637	72%
Local Grants C-2	52,168	51,491	51,491	42,106	82%
Local Grants III-B	23,858	20,936	20,936	15,360	73%
LSP Grant	-	-	52,500	64,237	100%
Sales to Va Gardens	15,300	18,375	18,375	11,100	60%
Donations	4,105	-	-	1,417	100%
Total revenues	<u>222,677</u>	<u>215,376</u>	<u>267,876</u>	<u>225,443</u>	84%
Expenditures:					
Administrative Costs	147,980	147,036	155,436	115,168	74%
Catering and operating supplies	140,264	148,888	205,366	129,040	63%
Operating Costs	45,055	53,388	53,563	37,591	70%
Capital Outlay	-	1,768	4,898	-	0%
Total expenditures	<u>333,299</u>	<u>351,080</u>	<u>419,263</u>	<u>281,799</u>	67%
Excess (deficiency) of revenues over expenditures	<u>(110,622)</u>	<u>(135,704)</u>	<u>(151,387)</u>	<u>(56,356)</u>	37%
Other financing sources					
Transfers in	<u>110,622</u>	<u>135,704</u>	<u>151,387</u>	<u>56,356</u>	37%
Total other financing sources	<u>110,622</u>	<u>135,704</u>	<u>151,387</u>	<u>56,356</u>	37%
Net change in fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
Beginning fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Ending fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

**CHART H-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-SANITATION
(75% OF YEAR COMPLETED)**

	FY2013-14 <u>ACTUAL</u>	FISCAL YEAR 2014-15			% OF ACTUAL VS. BUDGET	NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2015</u>		
Operating revenues:						
Sanitation revenues	\$ 2,238,603	\$ 2,346,945	\$ 2,346,945	\$ 2,113,989	90%	1
Total operating revenues	<u>2,238,603</u>	<u>2,346,945</u>	<u>2,346,945</u>	<u>2,113,989</u>	90%	
Operating expenses:						
Administrative costs	1,336,178	1,325,819	1,265,819	992,163	78%	
Operations and maintenance	323,826	384,522	360,047	310,343	86%	
Disposal costs	666,522	740,256	740,256	463,681	63%	
Depreciation and amortization	89,122	85,000	85,000	69,476	82%	
Total operating expenses	<u>2,415,648</u>	<u>2,535,597</u>	<u>2,451,122</u>	<u>1,835,663</u>	75%	
Operating income (loss)	<u>(177,045)</u>	<u>(188,652)</u>	<u>(104,177)</u>	<u>278,326</u>	-267%	
Nonoperating revenues (expenses):						
Interest income	988	-	-	-		
Interest expense and fees	(7,581)	(5,436)	(5,436)	(4,245)	78%	
Total nonoperating revenues (expenses)	<u>(6,593)</u>	<u>(5,436)</u>	<u>(5,436)</u>	<u>(4,245)</u>	78%	
Income (Loss) before transfers	<u>(183,638)</u>	<u>(194,088)</u>	<u>(109,613)</u>	<u>274,081</u>	-250%	
Change in net assets	<u>(183,638)</u>	<u>(194,088)</u>	<u>(109,613)</u>	<u>274,081</u>	-250%	1
Total net assets, October 1	<u>796,451</u>	<u>612,811</u>	<u>612,811</u>	<u>612,811</u>		
Total net assets, September 30	<u>\$ 612,813</u>	<u>\$ 418,723</u>	<u>\$ 503,198</u>	<u>\$ 886,892</u>		

Note:

Collection of 70% of revenues is a result of the trash bills now being a part of the property tax bill which is mostly collected between October and March of each fiscal year.

**CHART I-CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-STORMWATER
FOR THE PERIOD ENDING JUNE 30, 2015
(75% OF YEAR COMPLETED)**

	FY2013-14 <u>ACTUAL</u>	FISCAL YEAR 2014-15			<u>% OF ACTUAL VS. BUDGET</u>	<u>NOTES</u>
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2015</u>		
Operating revenues:						
Residential Class I	\$ 228,669	\$ 275,000	\$ 275,000	\$ 148,396	54%	
Total operating revenues	<u>228,669</u>	<u>275,000</u>	<u>275,000</u>	<u>148,396</u>	54%	
Operating expenses:						
Administrative costs	211,305	209,855	209,855	156,809	75%	
Operations and maintenance	126,815	121,927	154,864	112,960	73%	
Depreciation and amortization	178,196	178,000	167,863	133,647	80%	
Total operating expenses	<u>516,316</u>	<u>509,782</u>	<u>532,582</u>	<u>403,416</u>	76%	
Operating income (loss)	<u>(287,647)</u>	<u>(234,782)</u>	<u>(257,582)</u>	<u>(255,020)</u>	99%	
Nonoperating revenues (expenses):						
Interest & other income	95	500	500	-	0%	
Interest expense and fees	<u>(609)</u>	<u>(900)</u>	<u>(900)</u>	<u>(326)</u>	36%	
Total nonoperating revenues (exp)	<u>(514)</u>	<u>(400)</u>	<u>(400)</u>	<u>(326)</u>	82%	
Income (Loss) before transfers	(288,161)	(235,182)	(257,982)	(255,346)	99%	
Change in net assets	<u>(288,161)</u>	<u>(235,182)</u>	<u>(257,982)</u>	<u>(255,346)</u>	99%	
Total net assets, October 1	<u>2,773,404</u>	<u>2,485,243</u>	<u>2,485,243</u>	<u>2,485,243</u>		
Total net assets, September 30	<u>\$ 2,485,243</u>	<u>\$ 2,250,061</u>	<u>\$ 2,227,261</u>	<u>\$ 2,229,897</u>		

Notes:

CITY OF MIAMI SPRINGS
INVESTMENT SCHEDULE
Jun-15

<u>Institution</u>	<u>Acct#</u>	<u>Principal Amount</u>
Sabadell United Bank		\$ 2,503,176.00
<i>Subtotal Sabadell United Bank</i>		<i>\$ 2,503,176.00</i>
BB&T Money Market		\$ 1,983,107.00
<i>Subtotal BB&T</i>		<i>\$ 1,983,107.00</i>
Total all investments		<i>\$ 4,486,283.00</i>

CASH ON HAND-OPERATING ACCOUNTS:

<i>BB&T Cash on hand-Operating Acct</i>	1,516,541.00
Total Cash on hand as of 6/30/15	\$1,516,541.00

<i>Total Investments and cash on hand</i>	<i>\$ 6,002,824.00</i>
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RESTRICTED CASH:

BB&T LETF OPERATING ACCOUNT	\$ 32,280.00
BB&T CD-LETF	\$ 550,000.00
(Law Enforcement Trust-restricted)	\$ 582,280.00
Suntrust Bank-Pool Construction	\$ 4,650,673.00
<i>Suntrust Bank-restricted Pool</i>	<i>\$ 4,650,673.00</i>

VII) ANALYSIS OF CHARGES FOR SERVICES

Chart J-Schedule of Building & Zoning/Code Enforcement
Comparative for the periods ending June 30, 2015 and 2014
(75% OF YEAR COMPLETED)

Charges for Services:	YTD 6/30/15		YTD 6/30/14		
	<u>Building</u>	<u>Code Enforcement</u>	<u>Building</u>	<u>Code Enforcement</u>	
Occupational Licenses - City		\$ 62,792		\$ 55,311	
Occupational Licenses - County		11,812		13,570	
Building Permits	126,150		398,526	-	
Electrical Permits	38,112		69,823		
Plumbing Permits	16,277		41,554		
Roofing Permits	52,670		52,056		
Mechanical Permits	15,604		37,000		
Zoning Permits	32,920		29,013		
Certification of Completions	1,940		2,370		
Structural Permits	17,162		18,172		
Other Permits	138,905		114,805		
Reoccupancy Inspection		16,000		20,375	
Code Enforcement tickets		72,960		17,450	
Total Fees Collected	439,740	163,564	763,319	106,706	
Expenditures:					
Personnel	255,475	84,440	224,068	89,424	
Inspector Costs	101,096		102,445		
Operating costs	25,985	8,662	22,051	7,350	25% of total expenses
Capital outlay					
Indirect costs from allocation	166,333		205,724		
Total expenditures	548,889	93,102	554,288	96,774	
Excess charges for services over expenditures	(109,149)	70,462	209,031	9,932	

The purpose of this report is to show if the charges being collected by the building & zoning /code enforcement departments are more than sufficient to cover the operating expenditures of these departments.

**Chart K-Schedule of Recreation Department Operations
 Period Ending June 30, 2015
 (75% OF YEAR COMPLETED)**

	Administrative	Pool	Tennis	Maintenance	YTD as of 6/30/2015	YTD as of 6/30/2014
Charges for Services:						
Summer Camp	\$ 105,796				\$ 105,796	\$ 79,025
After School Care	33,477				33,477	21,075
Water Polo/Aquatics Teams		4,373			4,373	28,871
Swimming Pool Admissions		2,700			2,700	8,411
Pool rental		2,160			2,160	42,826
Swim lessons					-	4,120
Annual Daddy/Daughter Dance	4,843				4,843	4,453
Vending Machines	1,843				1,843	1,460
Fitness room membership	20,970				20,970	27,131
Pool memberships	-	757			757	5,665
Annual Turkey trot	-				-	3,190
Football					-	-
Pelican Playhouse	8,570				8,570	8,405
Rental-recreational Facilities	15,890				15,890	14,896
Basketball Program	26,750				26,750	26,928
Jazzercise Classes	3,364				3,364	2,944
Get Fit Summer Camp	6,000				6,000	-
Background Check Fees					-	2,334
Xmas at the gazebo					-	-
Yoga classes	4,772				4,772	5,531
Other activities	4,025				4,025	6,347
Total Fees Collected	236,300	9,990	-	-	246,290	293,612
Expenditures:						
Personnel	485,418	54,488		28,729	568,635	597,770
Operating costs	386,685	49,001	3,734	64,703	504,123	519,612
Debt Service	212,640				212,640	140,551
Capital outlay	24,871	1,850			26,721	51,749
Total expenditures	1,109,614	105,339	3,734	93,432	1,312,119	1,309,682
Excess exp. over charges for services	\$ (873,314)	\$ (95,349)	\$ (3,734)	\$ (93,432)	\$ (1,065,829)	\$ (1,016,070)

Percentage of expenditures collected in fees

18.8%

22.4%

NOTES TO STATEMENTS:

% collected in fees is lower than prior year due to the cost of the pool shoring project during current fiscal year.

VIII) OTHER FUNDS

CHART L-CITY OF MIAMI SPRINGS
 ACTUAL VS BUDGET REPORT-ROAD & TRANSPORTATION
 (75% OF YEAR COMPLETED)

	FY2013-14 ACTUAL	FISCAL YEAR 2014-15			% OF ACTUAL VS. BUDGET	NOTES
		ORIGINAL BUDGET	AMENDED BUDGET	AS OF 6/30/2015		
Revenues:						
Peoples Transportation Tax	526,776	503,889	503,889	232,306	46%	
Charges for services	19,451	17,136	17,136	12,852	100%	
Misc Revenues-Interest	-	-	-	56	100%	
Total revenues	<u>546,227</u>	<u>521,025</u>	<u>521,025</u>	<u>245,214</u>	47%	
Expenditures:						
Administrative	84,323	78,075	78,075	61,423	79%	
Contractual/Professional Services	144,861	168,030	158,030	94,303	60%	
Repairs and maintenance	567,649	331,168	341,168	293,756	86%	
Operating Supplies/Road Materials	1,585	1,000	1,000	-	0%	
Capital Outlay-Machinery	<u>32,586</u>	-	<u>22,800</u>	-	0%	
Total expenditures	<u>831,004</u>	<u>578,273</u>	<u>601,073</u>	<u>449,482</u>	75%	
Excess (deficiency) of revenues over expenditures	<u>(284,777)</u>	<u>(57,248)</u>	<u>(80,048)</u>	<u>(204,268)</u>	255%	
Net change in fund balance	(284,777)	(57,248)	(80,048)	(204,268)		
Beginning fund balance	<u>422,685</u>	<u>137,908</u>	<u>137,908</u>	<u>137,908</u>		
Ending fund balance	<u>\$ 137,908</u>	<u>\$ 80,660</u>	<u>\$ 57,860</u>	<u>\$ (66,360)</u>		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-LAW ENFORCEMENT TRUST FUND
(75% OF YEAR COMPLETED)**

	FY2013-14 <u>ACTUAL</u>	FISCAL YEAR 2014-15			NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2015</u>	
Revenues:					
Fines and Forfeitures	97,503	-	-	2,463	100%
Interest Income	1,698	3,000	3,000	-	0%
Total revenues	<u>99,201</u>	<u>3,000</u>	<u>3,000</u>	<u>2,463</u>	82%
Expenditures:					
Administration Expenses	78,378	111,262	153,262	42,597	28%
Police education	610	30,000	30,000	595	2%
Capital Outlay-Vehicles	97,774	1,500	-	-	0%
Capital Outlay-Machinery	-	-	184,500	156,032	0%
Total expenditures	<u>176,762</u>	<u>142,762</u>	<u>367,762</u>	<u>199,224</u>	54%
Excess (deficiency) of revenues over expenditures	<u>(77,561)</u>	<u>(139,762)</u>	<u>(364,762)</u>	<u>(196,761)</u>	54%
Net change in fund balance	(77,561)	(139,762)	(364,762)	(196,761)	
Beginning fund balance	<u>760,557</u>	<u>682,996</u>	<u>682,996</u>	<u>682,996</u>	
Ending fund balance	\$ 682,996	\$ 543,234	\$ 318,234	\$ 486,235	

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-CAPITAL FUND
(75% OF YEAR COMPLETED)**

	FY2013-14 <u>ACTUAL</u>	FISCAL YEAR 2014-15				NOTES
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2015</u>	<u>% OF ACTUAL VS. BUDGET</u>	
Revenues:						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	0%	
Interest and Other Income	<u>153</u>	<u>-</u>	<u>-</u>	<u>831</u>	0%	
Total revenues	<u>153</u>	<u>-</u>	<u>-</u>	<u>831</u>	100%	
Expenditures:						
General government	3,871	-	-	-	0%	
Capital Outlay	<u>1,137,859</u>	<u>-</u>	<u>6,038,360</u>	<u>1,344,848</u>	22%	
Total expenditures	<u>1,141,730</u>	<u>-</u>	<u>6,038,360</u>	<u>1,344,848</u>	22%	
Excess (deficiency) of revenues over expenditures	<u>(1,141,577)</u>	<u>-</u>	<u>(6,038,360)</u>	<u>(1,344,017)</u>	22%	
Other financing sources						
Issuance of Debt	1,630,737	-	5,543,062	5,586,998	101%	
Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%	
Total other financing sources	<u>1,630,737</u>	<u>-</u>	<u>5,543,062</u>	<u>5,586,998</u>	101%	
Net change in fund balance	<u>489,160</u>	<u>-</u>	<u>(495,298)</u>	<u>4,242,981</u>	-857%	
Beginning fund balance	<u>6,138</u>	<u>495,298</u>	<u>495,298</u>	<u>495,298</u>		
Ending fund balance	<u>495,298</u>	<u>495,298</u>	<u>-</u>	<u>\$ 4,738,279</u>		

VIII) OTHER FUNDS

**CITY OF MIAMI SPRINGS
ACTUAL VS BUDGET REPORT-DEBT SERVICE FUND
(75% OF YEAR COMPLETED)**

	FY2013-14 <u>ACTUAL</u>	FISCAL YEAR 2014-15			<u>% OF ACTUAL VS. BUDGET</u>	<u>NOTES</u>
		<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>AS OF 6/30/2015</u>		
Expenditures:						
Principal Payments	574,490	895,546	895,546	2,477,029	277%	
Interest Payments	124,282	298,899	298,899	79,765	27%	
Administrative	-	-	-	-	0%	
Total expenditures	<u>698,772</u>	<u>1,194,445</u>	<u>1,194,445</u>	<u>2,556,794</u>	214%	
Excess (deficiency) of revenues over expenditures	<u>(698,772)</u>	<u>(1,194,445)</u>	<u>(1,194,445)</u>	<u>(2,556,794)</u>	214%	
Other financing sources						
Proceeds from refunding	-	-	-	1,986,733		
Transfers in	<u>698,761</u>	<u>1,194,445</u>	<u>1,194,445</u>	<u>634,173</u>	53%	
Total other financing sources	<u>698,761</u>	<u>1,194,445</u>	<u>1,194,445</u>	<u>2,620,906</u>	219%	
Net change in fund balance	<u>(11)</u>	<u>-</u>	<u>-</u>	<u>64,112</u>	100%	
Beginning fund balance	<u>675</u>					
Ending fund balance	<u>664</u>	<u>-</u>	<u>-</u>	<u>\$ 64,112</u>	100%	

**CITY OF MIAMI SPRINGS
PROPOSED GENERAL FUND BALANCE DESIGNATIONS
PROJECTED FISCAL YEAR 2014-2015**

<u>DESIGNATION</u>	<u>Actual Balance 9/30/2014</u>	<u>FY2014-15</u>		<u>Projected Balance 9/30/2015</u>
		<u>Additions</u>	<u>Reductions</u>	
1) Additional Contingency-Hurricane Costs (over and above the 25% reserve requirement)	215,025	284975	0	500,000
2) City Hall Roof (we have \$90,000 budgeted in FY14-15 the estimates are coming in at \$117K so we are short \$27K)	-	27,000	(22,000)	5,000
3) Council Studio for televising meetings		10,000		10,000
4) Police Staffing Changes	-	12,100		12,100
5) Purchase new laptops for police		10,000	-8000	2,000
6) A/C Repair and maintenance agreement city hall		10,400	-10400	-
7) Tennis Courts re-surfaced	-	25,000	-	25,000
8) Racquetball court maintenance		10,000		10,000
9) Purchase of 2 pre-fab restrooms for the golf course-pending approval to hook up to existing septic tanks.		35,000	-6500	28,500
10) Tot Lot Playground		91,646		91,646
12) Senior Programs		9,000	-9000	-
13) Officer 1%		23,500	-10866	12,634
	-	-	-	-
Total proposed designations	\$ 215,025	\$ 548,621	\$ -	\$ 696,880
Total Available Fund Balance	4,263,646	-	66,766	4,196,880
Unrestricted, Undesignated fund Balance	4,048,621			3,500,000
25% of FY14-15 Operating expenditures.....				\$ 3,500,000
Excess(deficit) funds available for designation				\$ (0)

CITY OF MIAMI SPRINGS



Finance Department
 201 Westward Drive
 Miami Springs, FL 33166-5289
 Phone: (305) 805-5014
 Fax: (305) 805-5037

TO: The Honorable Mayor Xavier Garcia and Members of the City Council
VIA: Ron Gorland, City Manager
FR: William Alonso, CPA, CGFO, Finance Director
DATE: July 27, 2015
SUBJECT: Golf Course (UNAUDITED) Financials for the nine month period ending June 30, 2015.

Attached hereto are the unaudited financial reports for the Golf Course Fund for the nine month period ending June 30, 2015. As in the past, the report is divided into three sections as follows: 1) Section A is a comparative profit and loss statement for the nine month period ending June 30th for fiscal years 2015, 2014, and 2013. 2) Section B is a fiscal year-to-date actual to budget comparison for FY2015. 3) Section C is the FY 2015 year-to-date rounds report.

Key Financial Indicators

The following are key year-to-date indicators from pages A-1, A-2, and C-1 of the attached report.

	<u>Ending</u> <u>6/30/2015</u>	<u>Ending</u> <u>6/30/2014</u>	<u>% Change</u> <u>From 6/30/14</u>	<u>Ending</u> <u>6/30/2013</u>	<u>% Change</u> <u>From 6/30/13</u>
<u>Golf Operations:</u>					
Total Revenues	1,006,133	901,912	11.6%	791,196	27.2%
Operating Profit (Loss)	(340,204)	(539,190)	-36.9%	(309,170)	10.0%
Profit(Loss)including non-golf costs	(354,771)	(555,890)	-36.2%	(325,397)	9.0%
Pro Shop Costs	465,324	445,516	4.4%	413,669	12.5%
Maintenance Costs	878,242	995,586	-11.8%	687,417	27.8%
Total Rounds Played	23,557	22,725	3.7%	24,921	-5.5%
Total Greens Revenues	761,024	688,194	10.6%	639,147	19.1%
Average per Round	34.32	32.08	7.0%	27.40	25.3%
Memberships Sold	64,310	61,963	3.8%	42,845	50.1%
Driving Range revenues	102,590	105,183	-2.5%	75,586	35.7%

Key Financial Indicators (continued)

As you can see from this matrix, the golf revenues increased by 11.6% from the prior year and 27.2% from FY2013, rounds are up 3.7%, and driving range revenues are down 2.5%. Memberships sold are running at 3.8% higher than last year.

On the cost side, YTD maintenance costs are down 11.8% from last year. Pro shop costs are up 4.4% from last year. The operating loss is \$340,204 compared to a loss of \$539,190 last year.

The total bottom line YTD loss is \$354,771 compared to a loss of \$555,890 last year and a loss of \$325,397 for the same period of FY2013.

Page A-1 is a comparative profit and loss for the nine months ended 6/30/15, 6/30/14, and 6/30/13.

Page A-2 is a comparative profit and loss for nine months ended 6/30/15, 6/30/14, and 6/30/13 for the pro shop operation only. The total YTD loss for the current year is \$340,204 compared to losses of \$539,190 as of 6/30/14 and \$309,170 as of 6/30/13.

Page B-1 provides an actual to budget comparison for the current fiscal year.

Page C-1 is an analysis of rounds played for the six months of the fiscal year shows a 3.7 % increase in rounds played and a corresponding 10.6% increase in greens revenues. Our average per round is \$34.32 compared to \$32.08 for the same period last year. We have a total of 23,557 rounds played in the period compared to 22,725 for first nine months of FY2014.

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS ACTUAL-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING:**

	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>6/30/2013</u>
TOTAL PRO-SHOP AND GOLF COURSE- REVENUES	<u>1,006,133</u>	<u>901,912</u>	<u>791,916</u>
TOTAL PERSONNEL SERVICES	252,534	267,927	214,833
TOTAL OPERATING EXPENDITURES	<u>989,836</u>	<u>1,020,541</u>	<u>872,099</u>
TOTAL MANAGEMENT OPERATING EXPENDITURES	<u>1,242,370</u>	<u>1,288,468</u>	<u>1,086,932</u>
NET MANAGEMENT EXCESS OF EXP. OVER REV.	<u>(236,237)</u>	<u>(386,556)</u>	<u>(295,016)</u>

OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE GOLF COURSE:

NET TRANSFERS TO (FROM) GENERAL FUND	-	-	-
ADMINISTRATIVE EXPENSES	14,567	16,700	16,757
PROCEEDS FROM DEBT - MAINTENANCE IMPROVEMENTS O/T BUILDINGS	-	(623,843)	
DEBT SERVICE PAYMENT-MAINTENANCE MACHINERY & EQUIPMENT-MAINTENANCE	3,250		
	97,946	122,829	14,154
	<u>2,771</u>	<u>653,648</u>	<u>-</u>
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>118,534</u>	<u>169,334</u>	<u>30,911</u>
EXCESS EXPENDITURES OVER REVENUES	<u>\$ (354,771)</u>	<u>\$ (555,890)</u>	<u>\$ (325,927)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS ACTUAL-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING:**

	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>6/30/2013</u>
REVENUES			
GREEN FEES	\$ 721,178	\$ 648,958	\$ 571,106
MEMBERSHIPS	44,143	43,230	29,248
CART REVENUES	39,846	39,236	68,041
RANGE FEES	102,590	105,183	75,586
GOLF - OTHER REVENUES	54,159	21,194	5,987
MERCHANDISE SALES	44,217	44,111	41,948
TOTAL PRO SHOP REVENUES	<u>1,006,133</u>	<u>901,912</u>	<u>791,916</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	90,779	117,674	74,539
PART TIME SALARIES	111,365	96,391	106,299
OVERTIME	4	-	640
SEASONAL & OTHER	-	-	-
FICA TAXES	15,463	16,372	13,883
PENSION	11,567	13,775	7,596
MEDICAL INSURANCE	17,542	18,981	7,493
WORKER'S COMPENSATION	5,814	4,734	4,383
TOTAL PERSONNEL SERVICES	<u>252,534</u>	<u>267,927</u>	<u>214,833</u>
OPERATING EXPENSES			
CONTRACTUAL SERVICES	1,068	6,284	11,821
RENTALS AND LEASES	43,053	42,405	49,641
REPAIRS AND MAINTENANCE	2,915	1,521	14,525
PRINTING AND BINDING	2,616	5,294	5,620
PROMOTIONS & ADVERTISING	32,198	18,402	13,212
OTHER CHARGES - BANK & CREDIT CARD CHARGES	21,356	18,966	24,582
OPERATING SUPPLIES	5,143	5,403	6,018
UTILITY SERVICES-ELECTRICITY	13,702	12,860	20,972
UTILITY SERVICES-WATER	360	1,917	384
LIABILITY INSURANCE	12,321	9,196	8,208
TELECOMMUNICATIONS	8,243	7,830	7,388
MERCHANDISE	55,776	40,698	25,956
DRIVING RANGE	8,219	5,224	5,860
OFFICE SUPPLIES	2,089	326	3,256
DUES AND MEMBERSHIPS	1,800	1,263	150
TRAVEL & ENT	1,931	-	1,243
MAINTENANCE (Department Total)	<u>777,046</u>	<u>842,952</u>	<u>673,263</u>
TOTAL OPERATING EXPENDITURES	<u>989,836</u>	<u>1,020,541</u>	<u>872,099</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>1,242,370</u>	<u>1,288,468</u>	<u>1,086,932</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(236,237)</u>	<u>(386,556)</u>	<u>(295,016)</u>
OTHER COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
DEBT SERVICE PAYMENT-MAINTENANCE	97,946	122,829	14,154
MACHINERY & EQUIPMENT-MAINTENANCE	2,771	653,648	
PROCEEDS FROM DEBT -MAINTENANCE	-	(623,843)	
IMPROVEMENT O/T BUILDINGS - MAINTENANCE	3,250	6,500	-
TOTAL OTHER COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>103,967</u>	<u>152,634</u>	<u>14,154</u>
NET PROFIT (LOSS)	<u>\$ (340,204)</u>	<u>\$ (539,190)</u>	<u>\$ (309,170)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS ACTUAL- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING:**

MAINTENANCE

	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>6/30/2013</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 50,156	\$ 49,431	\$ 50,817
PAYROLL TAXES	3,621	3,597	3,887
PENSION	7,229	6,508	6,229
MEDICAL INSURANCE	9,115	7,671	4,825
WORKER'S COMPENSATION	1,773	1,350	1,332
TOTAL PERSONAL SERVICES	<u>71,894</u>	<u>68,557</u>	<u>67,090</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	5,493	25,284	51,234
CONTRACTUAL SERVICES	321,202	294,500	287,159
REPAIRS AND MAINTENANCE	63,940	129,321	49,380
UTILITY SERVICES-ELECTRICITY	19,896	18,103	23,397
UTILITY SERVICES-WATER	3,598	3,804	7,601
OPERATING SUPPLIES	196,024	212,326	151,342
FUEL, OILS, LUBRICANTS	41,096	42,649	21,965
LIABILITY INSURANCE	9,459	6,953	6,318
TELECOMMUNICATIONS	349	734	383
DUES AND SUBSCRIPTIONS	65	-	-
EDUCATION AND TRAINING	3,840	2,474	-
UNIFORMS	-	3,316	-
RENTALS AND LEASES	40,190	34,586	7,394
TOTAL OPERATING EXPENSES :	<u>705,152</u>	<u>774,050</u>	<u>606,173</u>
IMPROVEMENT O/T BUILDINGS	3,250	-	-
MACHINERY AND EQUIPMENT	-	653,648	-
TOTAL CAPITAL OUTLAY :	<u>3,250</u>	<u>653,648</u>	<u>-</u>
PRINCIPAL PAYMENTS	97,946	122,829	14,154
PROCEEDS FROM DEBT -MAINTENANCE	-	(623,843)	-
TOTAL DEBT SERVICE	<u>97,946</u>	<u>(501,014)</u>	<u>14,154</u>
TOTAL MAINTENANCE	<u>\$ 878,242</u>	<u>\$ 995,241</u>	<u>\$ 687,417</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS ACTUAL- ADMINISTRATION EXPENSES
 FOR THE PRIOD ENDING:

ADMINISTRATION

	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>6/30/2013</u>
OPERATING EXPENSES			
UTILITY SERVICES-ELECTRICITY	6,494	7,106	6,779
REPAIRS AND MAINTENANCE	-	-	870
RISK MANAGEMENT	8,073	9,594	9,108
TOTAL OPERATING EXPENSES :	<u>14,567</u>	<u>16,700</u>	<u>16,757</u>
TOTAL ADMINISTRATION	<u>\$ 14,567</u>	<u>\$ 16,700</u>	<u>\$ 16,757</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF & COUNTRY CLUB
 ACTUAL VERSUS BUDGET
 FOR THE PERIOD ENDING 6/30/15

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance Positive (Negative)</u>
TOTAL PRO-SHOP- REVENUES	<u>1,006,133</u>	<u>1,400,681</u>	<u>(394,548)</u>
TOTAL OPERATING EXPENDITURES	<u>1,242,370</u>	<u>1,585,929</u>	<u>343,559</u>
OPERATING PROFIT (LOSS) BEFORE CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>(236,237)</u>	<u>(185,248)</u>	<u>(50,989)</u>
<u>OTHER REVENUES, TRANSFERS, AND EXPENDITURES:</u>			
DEBT SERVICE PAYMENT-MAINTENANCE	97,946	130,595	32,649
MACHINERY & EQUIPMENT-MAINTENANCE	2,771	3,000	229
IMPROVEMENTS O/T BUILDINGS - MAINTENANCE	<u>3,250</u>	<u>6,500</u>	<u>3,250</u>
TOTAL CAPITAL EXPENDITURES AND DEBT SERVICE PAYMENTS	<u>103,967</u>	<u>140,095</u>	<u>36,128</u>
OPERATING PROFIT (LOSS) BEFORE NON-OPERATING COSTS	<u>(340,204)</u>	<u>(325,343)</u>	<u>(14,861)</u>
<u>NON-OPERATING COSTS:</u>			
CITY ADMINISTRATIVE EXPENSES	<u>14,567</u>	<u>20,062</u>	<u>5,495</u>
TOTAL OTHER NON-OPERATING COSTS	<u>14,567</u>	<u>20,062</u>	<u>5,495</u>
OPERATING PROFIT (LOSS)	<u>\$ (354,771)</u>	<u>\$ (345,405)</u>	<u>\$ (9,366)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
ACTUAL VS BUDGET-PRO SHOP OPERATIONS
FOR THE PERIOD ENDING 6/30/15**

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>Variance Positive (Negative)</u>
REVENUES			
GREEN FEES	\$ 721,178	\$ 978,623	\$ (257,445)
MEMBERSHIPS	44,143	64,936	(20,793)
CART REVENUES	39,846	68,630	(28,784)
RANGE FEES	102,590	164,857	(62,267)
GOLF - OTHER REVENUES	54,159	67,636	(13,477)
MERCHANDISE SALES	44,217	55,999	(11,782)
TOTAL PRO SHOP REVENUES	<u>1,006,133</u>	<u>1,400,681</u>	<u>(394,548)</u>
PERSONNEL EXPENSES			
REGULAR SALARIES	90,779	132,052	41,273
PART TIME SALARIES	111,365	91,462	(19,903)
OVERTIME	4	-	(4)
FICA TAXES	15,463	16,181	718
PENSION	11,567	15,776	4,209
MEDICAL INSURANCE	17,542	21,309	3,767
WORKER'S COMPENSATION	5,814	7,756	1,942
TOTAL PERSONNEL SERVICES	<u>252,534</u>	<u>284,536</u>	<u>32,002</u>
OPERATING EXPENSES			
CONTRACTUAL & PROFESSIONAL SERVICES	1,068	5,000	3,932
RENTALS AND LEASES	43,053	58,000	14,947
REPAIRS AND MAINTENANCE	2,915	5,190	2,275
FUEL, OILS, LUBRICANTS	1,931	1,000	(931)
PRINTING AND BINDING	2,616	4,500	1,884
PROMOTIONS & ADVERTISING	32,198	32,950	752
OTHER CHARGES - BANK & CREDIT CARD CHARGES	21,356	28,500	7,144
OPERATING SUPPLIES	5,143	6,500	1,357
UTILITY SERVICES-ELECTRICITY	13,702	17,470	3,768
UTILITY SERVICES-WATER	360	675	315
LIABILITY INSURANCE	12,321	16,432	4,111
TELECOMMUNICATIONS	8,243	8,862	619
MERCHANDISE	55,776	58,550	2,774
DRIVING RANGE	8,219	10,000	1,781
OFFICE SUPPLIES	2,089	2,200	111
DUES AND MEMBERSHIPS	1,800	2,000	200
TRAVEL	-	500	500
MAINTENANCE (Department Total)	<u>777,046</u>	<u>1,043,064</u>	<u>266,018</u>
TOTAL OPERATING EXPENDITURES	<u>989,836</u>	<u>1,301,393</u>	<u>311,557</u>
TOTAL PRO SHOP OPERATION EXPENDITURES	<u>1,242,370</u>	<u>1,585,929</u>	<u>343,559</u>
OPERATING PROFIT (LOSS) BEFORE OTHER COSTS	<u>(236,237)</u>	<u>(185,248)</u>	<u>(50,989)</u>
OTHER (REVENUES) COSTS ASSOCIATED WITH OPERATIONS OF THE PRO-SHOP			
TRANSFERS TO DEBT SERVICE FUND	97,946	130,595	32,649
MACHINERY & EQUIPMENT-MAINTENANCE	2,771	3,000	229
IMPROVEMENT O/T BUILDINGS-MAINTENANCE	3,250	6,500	3,250
TOTAL OTHER (REVENUES) COSTS ASSOCIATED WITH- OPERATIONS OF THE PRO-SHOP	<u>103,967</u>	<u>140,095</u>	<u>36,128</u>
NET PROFIT (LOSS)	<u>\$ (340,204)</u>	<u>\$ (325,343)</u>	<u>\$ (14,861)</u>

**CITY OF MIAMI SPRINGS, FLORIDA
GOLF COURSE
ACTUAL VS BUDGET- MAINTENANCE EXPENSES
FOR THE PERIOD ENDING 6/30/15**

<u>MAINTENANCE</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	Variance Positive <u>(Negative)</u>
PERSONAL SERVICES			
REGULAR SALARIES	\$ 50,156	\$ 68,000	\$ 17,844
PAYROLL TAXES	3,621	4,289	668
PENSION	7,229	9,908	2,679
MEDICAL INSURANCE	9,115	12,231	3,116
WORKER'S COMPENSATION	1,773	2,360	587
TOTAL PERSONAL SERVICES	<u>71,894</u>	<u>96,788</u>	<u>24,894</u>
OPERATING EXPENSES			
PROFESSIONAL SERVICES	5,493	13,000	7,507
CONTRACTUAL SERVICES	321,202	432,000	110,798
REPAIRS AND MAINTENANCE	63,940	114,800	50,860
UTILITY SERVICES-ELECTRICITY	19,896	29,000	9,104
UTILITY SERVICES-WATER	3,598	9,894	6,296
OPERATING SUPPLIES	196,024	219,500	23,476
FUEL, OILS, LUBRICANTS	41,096	59,740	18,644
LIABILITY INSURANCE	9,459	12,612	3,153
TELECOMMUNICATIONS	349	650	301
DUES AND SUBSCRIPTIONS	65	900	835
EDUCATION AND TRAINING	3,840	3,000	(840)
UNIFORMS		2,500	2,500
RENTALS AND LEASES	40,190	48,680	8,490
TOTAL OPERATING EXPENSES :	<u>705,152</u>	<u>946,276</u>	<u>241,124</u>
IMPROVEMENT O/T BUILDINGS	3,250	6,500	3,250
TOTAL CAPITAL OUTLAY :	<u>3,250</u>	<u>6,500</u>	<u>3,250</u>
TRANSFERS TO DEBT SERVICE FUND	97,946	130,595	32,649
TOTAL DEBT SERVICE	<u>97,946</u>	<u>130,595</u>	<u>32,649</u>
TOTAL MAINTENANCE	<u>\$ 878,242</u>	<u>\$ 1,180,159</u>	<u>\$ 301,917</u>

CITY OF MIAMI SPRINGS, FLORIDA
 GOLF COURSE
 ACTUAL VS BUDGET- ADMINISTRATION EXPENSES
 FOR THE PERIOD ENDING 6/30/15

<u>ADMINISTRATION</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	Variance Positive (Negative)
OPERATING EXPENSES			
UTILITY SERVICES-ELECTRICITY	6,494	9,300	2,806
RISK MANAGEMENT	8,073	10,762	2,689
TOTAL OPERATING EXPENSES :	<u>14,567</u>	<u>20,062</u>	<u>5,495</u>
TOTAL ADMINISTRATION	<u>\$ 14,567</u>	<u>\$ 20,062</u>	<u>\$ 5,495</u>

CHART E

MIAMI SPRINGS GOLF & COUNTRY CLUB
ANALYSIS OF ROUNDS PLAYED
FOR THE QUARTER ENDING:

GREEN & CART FEES

TYPE RACK RATES	6/30/2015					6/30/2014		
	Number	%	Revenues	%	Avg Per Round	Number	Revenues	Avg Per Round
Weekend Non-Resident	280	1.2%	20,011	2.5%	71.47	398	19,521	49.05
Weekday Non-Resident	548	2.3%	34,769	4.3%	63.45	501	21,569	43.05
Weekend/Holiday Resident	163	0.7%	6,565	0.8%	40.28	888	39,563	44.55
Weekend MS?VG Resident	1,470	6.2%	64,395	8.0%	43.81	1,217	49,854	40.96
Weekday MS/VG Resident	1,399	5.9%	51,292	6.3%	36.66	1,246	40,757	32.71
Weekday Dade Resident	718	3.0%	31,436	3.9%	43.78	1,229	50,420	41.03
Weekend dade Resident	2,902	12.3%	148,041	18.3%	51.01	1,432	73,598	51.40
Weekday Resident	899	3.8%	40,174	5.0%	44.69	2,022	64,636	31.97
TOTALS FOR TOP RACK RATES	8,379	35.6%	\$ 396,683	49.1%	\$ 47.34	8,933	\$ 359,918	\$ 40.29
SEASONAL(A); DISCOUNT(B); PROMOTIONAL RATES(C)								
Twi-Light-Weekday	2,412	10.2%	89,408	11.1%	37.07	4,385	131,669	30.03
Twi-Light-Weekend	2,043	8.7%	77,898	9.6%	38.13	2,541	80,973	31.87
Shootout (C)	683	2.9%	22,482	2.8%	32.92	676	20,219	29.91
Seniors Weekday		0.0%		0.0%	-	14	327	23.36
Super Twilight after 4		0.0%		0.0%	-	2	37	18.50
Public Service Employees	1,324	5.6%	50,115	6.2%	37.85	152	4,703	30.94
Spectator	345	1.5%	7,546	0.9%	-	9	201	22.33
Prime Timers (C)		0.0%		0.0%	-	10	215	21.50
Premier Card Weekend	554	2.4%	17,595	2.2%	31.76	302	9,878	-
GolfNow	2,267	9.6%	9,899	1.2%	4.37	37	1,211	-
Junior	267	1.1%	5,074	0.6%	19.00	262	4,493	17.15
Premier Card-Weekday	463	2.0%	12,180	1.5%	26.31	89	2,472	-
Weekday resident cart Fee		0.0%		0.0%	-	1	23	23.00
PGA Member		0.0%		0.0%	-	3	56	18.67
Can-Am Golf (B)	135	0.6%	5,350	0.7%	39.63	123	4,253	34.58
Weekday Resident Walking		0.0%		0.0%	-	3	60	20.00
Tax Exempt Tournament	363	1.5%	14,232	1.8%	39.21	494	21,285	43.09
Non Resident Walker	6	0.0%	185	0.0%	-	15	350	23.33
MS?VG Walker	19	0.1%	482	0.1%	25.37	113	2,395	21.19
9-Hole rate	637	2.7%	19,110	2.4%	30.00	-	-	-
Public Guest/Dade resident		0.0%		0.0%	-	65	1,822	28.03
TOTALS FOR OTHER DISCOUNTED RACK RATES	11,518	48.9%	\$ 331,556	41.0%	\$ 28.79	9,296	\$ 286,642	\$ 30.83
TOTALS FOR ALL RACK RATES	19,897	84.5%	\$ 728,239	90.1%	\$ 36.60	18,229	646,560	\$ 35.47
Membership Activity:								
Member 18 Hole cart	1,246	5.3%	32,300	4.0%	25.92	1,661	38,797	23.36
9-Hole Member Cart Rate	0	0.0%	-	0.0%	#DIV/0!	31	370	11.94
Trail Fee		0.0%	3,875	0.5%	-			0
Membership pro rated income		0.0%	44,143	5.5%	0		43,230	0
Member walk	2,414	10.2%		0.0%	0	2,804		0
TOTALS FOR ALL MEMBER ROUNDS	3,660	15.5%	\$ 80,318	9.9%	\$ 21.94	4,496	82,397	\$ 18.33
TOTALS FOR ALL PAID ROUNDS THRU 12/31/09	23,557	100.0%	\$ 808,557	100.0%	\$ 34.32	22,725	728,957	\$ 32.08
Employee Rounds	138		-				111	
Comp rounds	40		-				114	

Note:

Data from GolfTrac application with exception of Membership Pro Rated Income from HTE.