



# CITY OF MIAMI SPRINGS

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Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5075

TO: Honorable Mayor Garcia and Members of the City Council  
VIA: Ron Gorland, City Manager *Rw*  
FROM: Omar Luna, Recreation Director  
DATE: February 7, 2012  
SUBJECT: Recreation Department User Fees Disussion

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## Current User Fees (RESOLUTION NO. 2010-3495)

### 1. FITNESS ROOM MEMBERSHIP/YEARLY

Adult – 18 & older	\$150.00
Youth – 13 to 17	\$150.00
Senior's (60 & over)	\$75.00
Daily Guest Rate	\$5.00

### 2. OPEN GYM ACTIVITY

18 & Over	\$4.00
17 & Under	FREE

### 3. RECREATION MEMBERSHIP/YEARLY- FULL ACCESS TO POOL, \*FITNESS ROOM, OPEN GYM

18 & over	\$340.00
13-17 (17 & under never pays for open gym)	\$190.00
Senior's (60 & over)	\$170.00
Council	\$170.00
Full Time Employee's	\$170.00
(*13-17, with parent supervision only)	

4. YEARLY FAMILY \*FITNESS ROOM MEMBERSHIP

Family of 2	\$188.00
Family of 3	\$263.00
Additional Family Members (per membership) (*13-17, with parent supervision <b>only</b> )	\$75.00

5. YEARLY INDIVIDUAL MEMBERSHIP

**Open Gymnasium Membership**

Senior's (60 & over)	\$75.00
Adults (18 & over)	\$150.00

**Open Swimming**

Senior's (60 & over)	\$40.00
Children (17 & under)	\$40.00
Adults (18 & over)	\$80.00

6. POOL FEES

**General Pool Admission**

Seniors & Children	\$2.00
Adults	\$4.00

**Lessons**

Tiny Tot Lessons -- 6 months-5 years	\$40.00
6 & older Lessons	\$40.00
Private Swim Lessons	\$40.00/hr

**Rentals**

Non-profit group Pool Rental	\$30.00/hr.
Observation Deck Rental	\$50.00/4 hrs
(plus refundable clean up deposit)	\$100.00
(plus entrance fee per child)	\$2.00/child
(plus entrance fee per adult)	\$4.00/adult
Pool Rental -- 50 people	\$60.00/hr.
(for every 12 people over 50-\$20.00 per guard, per hour.)	
Outside Clubs/Organizations - Team Usage	\$600.00/mo.
Outside Clubs/Organization - Family Membership	\$100.00 Annually or \$10.00 Monthly

**Red Cross Certification Courses**

Senior High Schools (ex Swim Teams/Water Polo)	Negotiated \$1,500.00 season
Middle Schools (ex Swim Teams/Water Polo)	\$200.00 monthly

**Swim Meets**

Negotiated

Water Fitness Programs Lane Rental (up to 10 participants)	\$40.00/class (8 sessions) or \$15.00/hr/lane
Lane Rental (over 10 participants) additional rental	\$15.00/hr/lane

**7. CHILDREN'S PROGRAMS:**

<u>After School Program</u>	
Registration fee	\$35.00
Daily fee	\$8.00
Weekly fee	\$35.00

After School Bus Only Weekly fee (applies only to middle school)  
\$10.00

<u>School Holiday Program</u>	
Registration fee*	\$35.00
Daily	\$20.00

\*Registration fee will not be charged for registered after school program participants

<u>Full Day Summer Camp</u>	
Registration Fee	\$50.00
Activity Fee	\$100.00*

Weekly Fee (1 <sup>st</sup> child)	\$100.00
Weekly Fee (each additional child)	\$75.00

**\* Field Trip, Special Event Fees**

**8. FACILITY RENTAL FEES\***

<b>Multi-Purpose/Meeting Room</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
3 Hr. Minimum	\$150.00	\$225.00
Every Additional Hour	\$50.00	\$100.00
Security Deposit	\$200.00	\$200.00

**Theatre** Negotiated

**Field House\*\***

Resident	\$250.00/4 hrs
Non-resident	\$500.00/4 hrs
Refundable damage deposit	\$100.00

\*\*Facilities (if available) with no charge for City sponsored activities

<b>Basketball Gym (Per Hour)</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
Full Court	\$60.00	\$100.00
Half Court	\$30.00	\$50.00
<b>Volleyball Gym (Per Hour)</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
Full Court	\$30.00	\$50.00
<b>Complete Gym (Wrestling /Judo)</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
Tournament (the whole gym) Maximum (4) Hours	\$500.00	\$750.00
Every Additional Hour	\$125.00	\$175.00
<b>Softball &amp; Baseball Field Rentals</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
Practice Fee (no field prep required)	\$10.00	\$15.00
Game Rental (2/hr minimum)	\$30.00	\$40.00
Additional Hour	\$15.00	\$20.00
Game Rental w/Lights (2/hr minimum)	\$40.00	\$50.00
Additional w/Lights	\$20.00	\$25.00
Lining Fee (field prep, drag & line)	\$35.00	\$35.00
<b>Soccer/Flag Football Field Rentals</b>	<b><u>Non-Profit/Private</u></b>	<b><u>For Profit</u></b>
Game Rental (2/hr minimum)	\$35.00	\$45.00
Additional Hour	\$17.00	\$22.00
Game Rental w/Lights (2/hr minimum)	\$45.00	\$55.00
Additional Hour w/Lights	\$22.00	\$28.00
Lining Fee	\$75.00	\$75.00

**9. CITY EMPLOYEES – Employees, City Council Members and their immediate family members under age 19**

- A. General Admission Pool & Gym – FREE
  - B. 50% discount for summer programs operated by the Recreational Department
  - C. 50% discount on special events operated by the Recreational Department
- Note: there are no City provided discounts for programs operated by other organizations such as the Optimists, Little League, etc.

**10. SPECIAL CONTRACTUAL ACTIVITIES:**

These activities will be offered as available and appropriate fees will be charged. Additional information may be obtained from the Recreation Office.

**11. NOTES:**

A: There will be no rental or private use of the Prince Field Tot Lot due to its unique nature as a community built park for use by all our residents.

**B: Authorization is hereby given to the City Manager to add and/or adjust Schedule of Charges based upon promotional and marketing activities to encourage usership of the City's recreation facilities. City Manager will advise City Council of changes.**

**C: Security Deposit will be up to the discretion of the City Manager and/or Recreation Director**

**D: Quarterly payment plans available for memberships in excess of \$150 annually**

**Considerations to add the following to our Current User Fees.**

**PRINCE FIELD:**

**Playground Private Rental:** An independent group (Let's Build it Tot Lot) built this playground as a gift to the City. Therefore, we might not be able to charge for the usage of this particular playground.

\$300.00 for 2 hours, every additional hour is \$125.00

\$300.00 Clean-up Deposit

\*Maximum of 4 Hours

**10 X 10 Pavilion with Picnic Tables:**

\$50.00 (Residents) for the first 3 Hours (Minimum of 3 Hours)

\$15.00 (Residents) for every additional Hour

\$75.00 (Non-Residents) for the first 3 Hours (Minimum of 3 Hours)

\$25.00 (Residents) for every additional Hour

\$100.00 Clean-up Deposit

**Batting Cage:**

\$15.00 an Hour (No Lights)

\$25.00 an Hour (Lights)

## **STAFFORD PARK:**

### **Playground:**

\$300.00 for 2 hours, every additional hour is \$125.00

\$300.00 Clean-up Deposit

\*Maximum of 4 Hours

### **Batting Cage:**

\$15.00 an Hour (No Lights)

\$25.00 an Hour (Lights)

### **Vita Course:**

\$150 Per Hour (THIS WILL BE VERY HARD TO CONTROL)

## **PEAVY/DOVE:**

### **Playground:**

\$300.00 for 2 hours, every additional hour is \$125.00

\$300.00 Clean-up Deposit

\*Maximum of 4 Hours

### **DOG PARK (Might not be Possible):**

\$250.00 for 2 hours, every additional hour is \$125.00

\$250.00 Clean-up Deposit

\*Maximum of 4 Hours

## **MISC ITEMS:**

### **BUSES:**

Big Bus:

\$75.00 an Hour within MS/VG City Limits

\$100.00 an Hour for any trip outside City Limits (Bus is only restricted to Miami Dade County)

### **Small Bus:**

\$50.00 an Hour within MS/VG City Limits

\$75.00 an Hour for any trip outside City Limits (Bus is only restricted to Miami Dade County)

### **4<sup>th</sup> of July:**

Spot in the Parade: \$50.00 for Participation for a Private Group. Non-Profit Organizations will not be charged a fee.

### **Circle/Gazebo Pavilion for Weddings and/or Private Events:**

\$500.00 for the Rental of the Pavilion for 3 Hours.

\$125.00 Every Additional Hour

\*\*Police and Public Works will be an additional cost per the staff and services needed to support the wedding/event.

**\*\*PROVIDE-SET UP-TAKE DOWN OF 5 TABLES & 50 CHAIRS FOR MULTI-PURPOSE ROOM RENTAL: \$50 (not included in the rental fee set by Resolution)**

**\*\*JUMP HOUSES: Will be permitted if they use vendors that are approved by the City. They must also show proof of insurance w/City as co-insured.**

## **Additions to Infrastructure**

### **Stafford Park:**

20 X 20 Steel Powder Coated Shelter = \$30,000.00  
3 Picnic Tables for Shelter: \$4,000.00

**\*\*We are recommending that we install this pavilion by our new playground.**

### **20 X 20 Pavilion/Shelter with Picnic Tables:**

\$100.00 (Residents) for the first 4 Hours (Minimum of 4 Hours)  
\$25.00 (Residents) for every additional Hour  
\$125.00 (Non-Residents) for the first 4 Hours (Minimum of 4 Hours)  
\$40.00 (Residents) for every additional Hour  
\$100.00 Clean-up Deposit

**\*\*Your set up and clean up time will be part of your rental.**

### **Projected/Estimated Revenue:**

\$100 (4 Hour Rental) X 2 Days = \$200.00 X 25 Weeks out of the Year = \$5,000.00 a Year.

\$5,000.00 a Year X 7 Years = \$35,000.00

**\*\*Pavilion/Shelter life expectancy is 15 to 20 Years**

### **Peavy Dove:**

20 X 20 Steel Powder Coated Shelter = \$30,000.00  
3 Picnic Tables for Shelter: \$4,000.00

**\*\*We are recommending that we install this pavilion by our new playground.**

### **20 X 20 Pavilion/Shelter with Picnic Tables:**

\$100.00 (Residents) for the first 4 Hours (Minimum of 4 Hours)  
\$25.00 (Residents) for every additional Hour  
\$125.00 (Non-Residents) for the first 4 Hours (Minimum of 4 Hours)  
\$40.00 (Residents) for every additional Hour

\$100.00 Clean-up Deposit

\*\*Your set up and clean up time will be part of your rental.

**Projected/Estimated Revenue:**

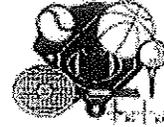
\$100 (4 Hour Rental) X 2 Days = \$200.00 X 25 Weeks out of the Year = \$5,000.00 a Year.

\$5,000.00 a Year X 7 Years = \$35,000.00

\*\*Pavilion/Shelter life expectancy is 15 to 20 Years.

There are some pros and cons to us charging for all amenities. The obvious pro would be that by the City providing fees to all amenities, we could generate more revenue. The Cons are that we will go away from providing our park patrons with an opportunity to use a pavilion/shelter for no cost if available. I would like to see a policy in place that a resident or a non-resident can reserve the shelter/pavilion for a fee and they will have the right to that pavilion/shelter on the day of the rental. However, if the pavilion/shelter is not rented out, our park patrons can still use it if needed by a first come first serve basis.

If we go this route, we need to understand that the pavilions need to have signs that identify if the playground is reserved or not.



# SUPERIOR PARK SYSTEMS, INC.

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

"For All of Your Parks and Recreational Needs"

January 30, 2012

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## Quote No. 130412

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### Send To:

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

Re: Shelter & Concrete Substrate Quote No. 130412

Superior Park Systems, Inc. quotes the following RCP Shelter off the Palm Beach County School Board Contract # 10C-54B at the same price, terms and conditions:

### Miami Springs - Shelter

One (1) AS-H2030-04-MG - 20'x 30' all steel hip powder coated shelter	\$25,629.50
Loss 5% price agreement discount	\$ 1,281.48
Discounted price	\$24,348.02
Plans, Engineering & permitting	\$ 2,100.00
Installation	\$ 7,050.00
Install concrete surface and grade to existing curb	\$ 5,400.00
Dumpster to dispose of excavated fill for concrete deck	\$ 385.00??
Total	\$39,283.02

**Comments:** Shelter meets all building codes Installation 4-6 weeks after receipt of purchase order and approved plans. Many standard colors for powder coating.

Submitted by,

Mitchell Leitner, President

File: "Miami Springs" - 20'x30' Shelter quote 01/30/12

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



# SUPERIOR PARK SYSTEMS, INC.

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

"For All of Your Parks and Recreational Needs"

January 30, 2012

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## Quote No. 013012

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### Send To:

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

Re: Shelter & Concrete Substrate Quote No. 013012

Superior Park Systems, Inc. quotes the following RCP Shelter off the Palm Beach County School Board Contract # 10C-54B at the same price, terms and conditions:

### Miami Springs - Shelter

One (1) AS-SQ20-04-MG - 20'x 20' all steel powder coated square shelter	\$18,950.00
Less 5% price agreement discount	\$ 947.50
Discounted price	\$18,002.50
Plans, Engineering & permitting	\$ 2,100.00
Installation	\$ 5,500.00
Install concrete surface and grade to existing curb	\$ 4,000.00
Dumpster to dispose of excavated fill for concrete deck	\$ 385.00??
Total	\$29,987.50

**Comments:** Shelter meets all building codes Installation 4-6 weeks after receipt of purchase order and approved plans. Many standard colors for powder coating.

Submitted by,

Mitchell Leitner, President

File: "Miami Springs" - Shelter quote 01/30/12

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



# CITY OF MIAMI SPRINGS

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Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5075  
Fax: (305) 805-5077

TO: Honorable Mayor Garcia and Members of the City Council  
VIA: Ron Gorland, City Manager *Ron*  
FROM: Omar Luna, Recreation Director  
DATE: February 9, 2012  
SUBJECT: Stafford Park Fence Line Tree Beautification Proposal

Our City Arborist has recommended that we plant twenty two (22) trees at Stafford Park for our Fence Line Tree Beautification Project. At the present time we would like to start this project with eight (8) trees. In the future we would like to propose a program that will allow for our residents, local business owners, etc. to purchase a tree and the City will attach a plaque to the Tree recognizing who donated the tree.

### The eight (8) trees that we are recommending to start the project:

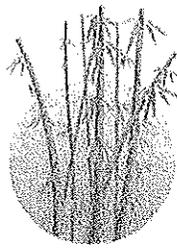
3 Silver Buttonwood's: \$195.00 X 3 =	\$585.00
3 Queen Crepe Myrtle: \$450.00 X 3 =	\$1,350.00
1 Bulnesia:	\$450.00
1 Satin Leaf:	\$225.00
Total Cost of Project:	\$2,610.00

### The fourteen (14) trees that we are recommending for the future.

2 Silver Buttonwood's: \$195.00 X 2 =	\$390.00
2 Queen Crepe Myrtle: \$450.00 X 3 =	\$900.00
3 Bulnesia: \$450 x 3 =	\$1,350.00
4 Satin Leaf: \$225.00 X 4 =	\$900.00
3 Royal Poinciana: \$225.00 X 3 =	\$675.00
Total Cost of Project:	\$4,215.00

Funding Source: Public Works Budget for Tree Planting

Mesis Landscape Services, Inc.  
 18950 SW 139th Avenue  
 Miami, FL 33177



**QUOTE**

Quote Number: 0360  
 Quote Date: Jan 30, 2012  
 Page: 1

Voice: 305-254-5500  
 Fax: 305-254-5090

Quoted to:  
 City of Miami Springs Public Works  
 345 N Royal Poinciana Blvd.  
 Miami Springs, FL 33166

**MESIS**  
 LANDSCAPE SERVICES

Ship to:  
 City of Miami Springs  
 345 N Royal Poinciana Blvd.  
 Miami Springs, FL 33166

Customer ID	Good Thru	Payment Terms
City of Miami Spring	2/29/12	Net 25 Days

Quantity	Item	Description	Unit Price	Extension
		Attention Tom Nash		
		Installation of 22 Trees- See species list		
1.00		Bulnesia- 12 ft./ Qty TBD	450.00	450.00
1.00		Quenn Crepe Myrtle- 12 ft. / Qty TBD	450.00	450.00
1.00		Silver Buttonwood- 12 ft./ Qty TBD	195.00	195.00
1.00		Royal Poinciana- 12 ft./ Qty TBD.	225.00	225.00
1.00		Satin Leaf- 12 ft./Qty TBD	225.00	225.00
		Authorized By		
		4 - BULNESIA 1800		
		4 - ROYAL POINCIANA 900		
		5 - QUEEN CREP MYRTLE 2250		
		4 - SILVER BUTTONWOOD 760		
		5 - SATIN LEAF 1125		
		<b>\$ 6,855.00</b>		

Subtotal 1,545.00  
**TOTAL 1,545.00**



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2-27-2012



**CITY OF MIAMI SPRINGS  
RECREATION DEPARTMENT**

1401 Westward Drive  
Miami Springs, FL 33166  
Phone: 305.805.5075  
Fax: 305.805.5076

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ron Gorland, City Manager *Ron*

**FROM:** Omar Luna, Recreation Director

**DATE:** February 22, 2012

**SUBJECT:** **Recommendation that Council approve additional funding of \$3,000 for referees for the Miami Springs/Virginia Gardens Soccer Club.**

**DISCUSSION:** Our actual FY2011/2012 budget for referees for the Miami Springs/Virginia Gardens Soccer Club was \$7,000.00. We compiled an average from FY 2009/2010 and FY2010/2011 to come up with dollar amount budgeted. This year registration has increased and the program has more participants, therefore, we have had an increase in games played. The program has ten (10) more teams, which leads to about an average of an additional thirty (30) more games.

**FUNDING:** Department/Description: Parks and Recreation/Designated Fund Balance  
Account Number: 001-5701-572.63-00

**Procurement approval:** *TR*



CITY OF MIAMI SPRINGS  
2012 FEB 22 A 11: 46

**VILLAGE OF VIRGINIA GARDENS**

6498 N.W. 38th TERRACE  
VIRGINIA GARDENS, FLORIDA 33166  
[www.viriniagardens-fl.gov](http://www.viriniagardens-fl.gov)

Co-Recreation Directors  
James Carter  
Fred "Spencer" Deno III

PHONE: (305) 871-6104  
FAX: (305) 871-1120

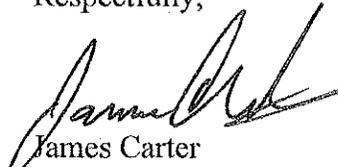
Miami Springs Recreation Department  
Attn: Omar Luna

Dear Mr. Luna;

We are requesting an increase for the MSVG Soccer Program fund for approximately \$3,000 for referee reimbursement. Due to the an increase of 10 teams that total to 30 more games, some teams played in the Premier Broward League and FLGUSA. Their fees are \$10.00 per game more for referees.

Should you have any other questions please do not hesitate to contact me at your convenience.

Respectfully,

  
James Carter  
Co-Recreation Director

Agenda Item No. . . .  
City Council Meeting of:  
2-27-12



**CITY OF MIAMI SPRINGS**



Finance Department  
 201 Westward Drive  
 Miami Springs, FL 33166-5289  
 Phone: (305) 805-5014  
 Fax: (305) 805-5018

**TO:** The Honorable Mayor Zavier Garcia and Members of the City Council

**VIA:** Ron Gorland, City Manager *Ron*

**FROM:** William Alonso, CPA, CGFO, Finance Director *WAl*

**DATE:** February 27, 2012

**SUBJECT:** Review of the elimination of the city's FY2012 longevity payments and the 3% reduction in salary for all Department Heads and Assistants, which was approved by Council in the FY2012 Adopted budget.

Pursuant to your request, the following is a listing of the longevity payments for FY2012 which were frozen for one year during the budget process:

	<u># of Employees</u>	<u>Total \$ Amount</u>
1) Department Heads	5	\$7,250
2) City Manager's Office	2	3,500
3) City Clerks Office	1	1,500
4) Building & Code	3	2,000
5) Finance	2	3,250
6) Recreation	2	2,250
7) Police Civilians	6	5,750
8) Public Works	<u>14</u>	<u>16,000</u>
Total General Fund	<u>36</u>	<u>\$41,500</u>
9) Sanitation	11	\$16,250

The effect on the general fund was approximately \$49,800 fully burdened.

The \$16,250 in sanitation does not affect the general fund or our fund balance since this is an enterprise fund which is fully self-sufficient.

We are also attaching a detailed listing of all employees along with their individual amounts (Exhibit 1).

Council also requested to have information on the 3% salary reduction that was approved for all Department Heads and Assistant Department Heads in the FY2011-12 adopted budget. This reduction affected 10 staff members for a total cost of \$27,278 or \$32,936 fully burdened.

The following is a listing of those affected:

<u>Title</u>	<u>Amount</u>
1. Recreation Director	\$ 2,433
2. Golf Director	2,808
3. Golf Superintendent	2,056
4. Human Resources Director	2,505
5. Finance Director	3,367
6. Assistant City Manager	3,367
7. Public Works Director	2,874
8. City Clerk	2,892
9. Elderly Services Director	2,214
10. Controller	<u>2,762</u>
Total General Fund	<u>\$ 27,278</u>

The total cost to the General Fund if these two items are reversed would be approximately \$82,736. The funding for this cost can be offset with the more than \$117,000 savings to be realized from the re-organization plan proposed by the Administration.

**CITY OF MIAMI SPRINGS  
GENERAL EMPLOYEE LONGEVITY PAYMENTS  
AS OF 9/30/12**

<b>EXHIBIT 1</b>					
<b>DEPT.</b>	<b>LAST NAME</b>	<b>FIRST NAME &amp; MI</b>	<b>HIRING DATE</b>	<b>LONGEVITY AS OF 09/30/12</b>	<b>COST</b>
C.M.	GORLAND	RONALD K.	3/8/04	L1	\$500
C.M.	ROBINSON	BARBARA A.	4/1/85	L4	\$1,750
C.M.	WATSON	MARGARET R.	10/2/75	L4	\$1,750
C.Clerk	HITAFFER	SUZANNE S.	11/2/92	L3	\$1,500
C. Clerk	VALLS	MAGALI	1/14/91	L4	\$1,750
H.R.	BOUCHER	LORETTA M.	7/9/94	L3	\$1,500
B&Z & CC	GONZALEZ	ANNA C.	3/12/01	L2	\$1,000
B&Z & CC	TAVERAS	LOURDES I.	12/17/02	L1	\$500
B&Z & CC	ZIADIE JR.	HAROLD J.	1/12/04	L1	\$500
Fin./I.T.	RAMOS	MOIRA E.	4/20/81	L4	\$1,750
Fin.	SCHUH	TERRI L.	9/3/96	L3	\$1,500
Rec.	ACOSTA	NOEL F.	8/4/03	L1	\$500
Rec.	BRADLEY	PATRICIA A.	10/1/83	L4	\$1,750
E.S.	ROSSON	KAREN L.	9/1/77	L4	\$1,750
Pol.	BOSQUE	LINDA A.	6/22/82	L4	\$1,750
Pol.	CATES	LEAH Q.	10/1/01	L2	\$1,000
Pol.	COX	JOYCE M.	9/21/98	L2	\$1,000
Pol.	DUBERRY	SHIKETA	12/22/03	L1	\$500
Pol.	MICHAEL	THERESA A.	7/14/03	L1	\$500
Pol.	VAZQUEZ	GRACIELA A.	4/9/01	L2	\$1,000
P.S.	ALONSO	RENE O.	10/28/87	L4	\$1,750
P.S.	BLANCO	CARLOS M.	7/3/95	L3	\$1,500
P.S.	CASAS	ANGEL E.	12/21/92	L3	\$1,500
P.S.	CUMMINGS	THOMAS R.	2/3/86	L4	\$1,750
P.S.	DOMINGUEZ	ARMANDO	8/2/93	L3	\$1,500
P.S.	GARABOA	LAZARO M.	6/12/00	L2	\$1,000
P.S.	GARCIA	TULIO J.	12/30/02	L1	\$500
P.S.	GLOVER	GREGORY T.	3/15/99	L2	\$1,000
P.S.	GONZALEZ	ROBERTO C.	9/24/01	L2	\$1,000
P.S.	GRIFFIN	STEVEN D.	4/22/91	L4	\$1,750
P.S.	HERNANDEZ	ROSITA	9/10/90	L4	\$1,750
P.S.	MALDEN	JEANNE E.	9/17/01	L2	\$1,000
P.S.	NASH	THOMAS W.	3/12/93	L3	\$1,500

**CITY OF MIAMI SPRINGS**  
**GENERAL EMPLOYEE LONGEVITY PAYMENTS**  
**AS OF 9/30/12**

P.S.	OLIVAS	DAVID	6/6/01	L2	\$1,000
P.S.	PATTERSON	JAMES L.	12/21/92	L3	\$1,500
P.S.	PAZ	ALLENE M.	11/22/99	L2	\$1,000
P.S.	PEREZ	ANTONIO R.	8/11/03	L1	\$500
P.S.	PEREZ	JOE	7/22/85	L4	\$1,750
P.S.	PEREZ	RAFAEL J.	3/15/99	L2	\$1,000
P.S.	ROMEO	JORGE L.	10/6/03	L1	\$500
P.S.	SANCHEZ	CARLOS A.	4/27/81	L4	\$1,750
P.S.	TORRE	ARMANDO	1/26/88	L4	\$1,750
P.S.	VASALLO	FLORENTINO F.	7/12/99	L2	\$1,000
P.S.	WHITTINGTON	ROBERT F.	5/24/95	L3	\$1,500
P.S.	WILLIAMS	EARL J.	2/25/94	L3	\$1,500
P.S.	WILLIAMS	ROBERT T.	2/23/04	L4	\$1,750
<b>TOTAL COST OF GENERAL EMPLOYEE LONGEVITY PAYMENTS</b>					<b>\$57,750</b>



Agenda Item No.

City Council Meeting of:

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City Manager Department  
201 Westward Drive  
Miami Springs FL 33166  
305-805-5010



TO: Honorable Mayor Garcia and Members of the City Council

FROM: Ron Gorland, City Manager



DATE: February 22, 2012

SUBJECT: Resolution 2012-3537 Approving and Adopting an Updated Amended and Supplemented City Employee Pay Plan for FY2011-2012

Subject was discussed at the previous Council meeting February 13th as agenda items 10D, City Administration Personnel and Departmental Reorganization Recommendation (included in this item as attachment "A"), and 10E, subject resolution. After Council discussed both items at their last meeting, subject resolution vote was delayed pending Council's decisions regarding reinstatement of longevity pay and 3% Directors pay reduction (prior item on this agenda).

2-27-2012

RESOLUTION NO. 2012-3537

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS APPROVING AND ADOPTING AN UPDATED AMENDED AND SUPPLEMENTED CITY EMPLOYEE "PAY PLAN" FOR FISCAL YEAR 2011-2012; RESERVING THE RIGHT AND AUTHORITY TO AMEND OR SUPPLEMENT THE PLAN; EFFECTIVE DATE.**



**WHEREAS**, Ordinance 993-2010 was passed on August 23, 2010, authorizing and directing the annual internal review and approval of the City Employee "Pay Plan", and,

**WHEREAS**, Ordinance 993-2010, as currently codified in the Code of Ordinance Section 34-19(B), further directed the annual approval of the City "Pay Plan" by Resolution in conjunction with the City Council's adoption of the City's annual budget; and,

**WHEREAS**, the City Administrative Staff has caused the existing Pay Plan to be reviewed in light of the hiring of a new City Manager, the ongoing challenging economic conditions, the reorganization of certain departments of the City, and other personnel decisions which are intended to streamline the operation of government and eliminate positions which are no longer needed or are not functioning economically within the system, and;

**WHEREAS**, the City Council has determined that the updated amended and supplemented Pay Plan proposed by the City Administrative Staff is both proper and appropriate and in the best interests of the City and its citizens:

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

**Section 1:** That the updated amended and supplemented City Employee "Pay Plan", attached hereto as Exhibit "1", is hereby approved and adopted for the Fiscal Year of 2011-2012.

**Section 2:** That the City Council hereby reserves the right and authority to amend or supplement the City Employee "*Pay Plan*" at any and all times as may be determined to be in the best interests of the City by City Council resolution.

**Section 3:** That the provisions of this Resolution shall be effective immediately upon adoption by the City Council.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida,  
this 27<sup>th</sup> day of February, 2012.

The motion to adopt the foregoing resolution was offered by \_\_\_\_\_, seconded by \_\_\_\_\_,  
and on roll call the following vote ensued:

Vice Mayor Espino	" _____ "
Councilman Best	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

\_\_\_\_\_  
Zavier M. Garcia  
Mayor

**ATTEST:**

\_\_\_\_\_  
Magali Valls, CMC  
City Clerk

**APPROVED AS TO LEGALITY AND FORM:**

  
Jan K. Seiden, City Attorney

# EXHIBIT 1

POSITION CLASSIFICATION AND PAY PLAN (As of March 1, 2012)

FISCAL YEAR 2011-12

CIVIL SERVICE/NON CIVIL SERVICE EMPLOYEES

POSITION	PAY GRADE	FY2011-12	
		PAY RANGE	
		MINIMUM	MAXIMUM
MAINTENANCE WORKER I	8	22,541	33,421
PRO SHOP CLERK	8	22,541	33,421
CLERICAL ASSISTANT	9	23,149	34,326
EQUIPMENT OPERATOR	10	23,726	35,181
MAINTENANCE WORKER CREW LEADER	10	23,726	35,181
MAINTENANCE WORKER II	10	23,726	35,181
REFUSE COLLECTOR	10	23,726	35,181
TREE TRIMMER	10	23,726	35,181
REFUSE TRUCK DRIVER	13	25,549	37,886
HEAVY EQUIPMENT OPERATOR	14	26,191	38,839
ADMINISTRATIVE ASSISTANT I	15	26,845	39,810
BUILDING SPECIALIST I	15	26,845	39,810
MATERIALS MANAGEMENT CLERK	15	26,845	39,810
POLICE ADMINISTRATIVE SPECIALIST I	15	26,845	39,810
RECREATION SPECIALIST	15	26,845	39,810
ACCOUNTING CLERK I	16	27,512	40,806
ACCOUNTING CLERK II	18	28,904	42,872
AUTOMATED EQUIPMENT OPERATOR	19	29,633	43,946
BUILDING MAINTENANCE SPECIALIST	19	29,633	43,946
POLICE DISPATCHER I	19	29,633	43,946
POLICE DISPATCHER II	21	31,128	46,169
ACCOUNTING CLERK III	22	31,909	47,318
ADMINISTRATIVE ASSISTANT II	22	31,909	47,318
BUILDING SPECIALIST II	22	31,909	47,318
ADMINISTRATIVE ASSISTANT III	24	33,527	49,715
PARKS MAINTENANCE FOREMAN	24	33,527	49,715
OPERATIONS SUPERVISOR	24	33,527	49,715
POLICE ADMINISTRATIVE SPECIALIST II	24	33,527	49,715
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POLICE COMMUNICATIONS SUPERVISOR	26	35,218	52,234
AQUATICS DIVISION SUPERVISOR	28	37,007	54,875
PROGRAMS DIVISION SUPERVISOR	28	37,007	54,875
SPORTS DIVISION SUPERVISOR	28	37,007	54,875
BUILDING AND CODE COMPLIANCE SUPERVISOR	29	37,604	55,300
* DEPUTY CITY CLERK	29	37,604	55,300
EXECUTIVE SECRETARY	29	37,604	55,300
PROCUREMENT SUPERVISOR	29	37,604	55,300
HUMAN RESOURCES SPECIALIST	29	37,604	55,300
* ASSISTANT INFORMATION TECHNOLOGY MANAGER	37	46,212	68,534
* GOLF COURSE MAINTENANCE SUPERINTENDENT	37	46,212	68,534
* GRANTS WRITER/PUBLIC INFORMATION SPECIALIST	37	46,212	68,534
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INFORMATION TECHNOLOGY/ACCOUNTING SYSTEMS ANALYST	40	49,767	73,805
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* HUMAN RESOURCES DIRECTOR/RISK MANAGER	45	56,305	83,501
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* ASSISTANT CITY MANAGER-FINANCIAL SERVICES	50M	84,125	125,489
* NON CIVIL SERVICE			



City Manager Department  
201 Westward Drive  
Miami Springs FL 33166  
305-805-5010

**TO:** Honorable Mayor Garcia and Members of the City Council  
**FROM:** Ron Gorland, City Manager  
**DATE:** February 7, 2012  
**SUBJECT:** City Administration Personnel & Departmental Reorganization Recommendation

In order to better accomplish the short-term and medium/long-term objectives of the City, the proposed organization chart changes includes personnel and position upgrades, downgrades, additions, and deletions, that are driven by the following:

- Stated requirement by Council for much more elevated and active interaction with the CM
- Availability within the organization of strong under-utilized personnel
- Elimination of the fulltime Assistant City Manager position
- Far too many direct reports to the CM (currently there are 13 and good management practices generally recommend 3-7 depending on the organization)
- No increase in total organization payroll (in fact the adoption of the recommended changes results in a net personnel cost reduction of \$117,000)
- Need to develop future City management because we currently have 13 employees in the D.R.O.P. with more expected to enter shortly.

#### Requested new positions:

- Assistant City Manager and Finance Director – the Finance Department with a very strong Controller provides the opportunity for the Finance Director to take on much needed day to day City Manager support including the new Professional Services function and Senior Services
- Building and Code Director – The elimination of the Assistant City Manager position requires a strong savvy Building and Code Director who is prepared to take these two functions to the next level
- Golf and Recreation Director – Combining these two positions under one person is a natural evolution and provides that much more strength to solving our serious golf losses
- Assistant Director of Public Works – Required to support very active PW requirements

- Professional Services Supervisor – new section under the ACM/FD that will cover procurement, Public Information and Marketing. In addition to a permanent staff of 3, this position will have the ability to reach across the organization to call on needed strength wherever it is based on their needs (management practice involving cross-departmental utilization of solution oriented personnel). Another example is the City's Arborist is learning to back up the Golf Course Superintendent (Grounds Keeper) who has no backup at this time.

Positions recently eliminated or to be eliminated or not funded this fiscal year:

- Finance Director – replaced by Assistant City Manager and Finance Director
- Assistant to the Public Works Director – job to be done by the Assistant Director
- Building and Code Supervisor – replaced by the Building and Code Director
- City Hall Receptionist – our new phone system has no switchboard and lobby coverage is currently often performed by finance window clerk
- 4 Public Works Maintenance positions (not necessary since water and sewer transferred but kept on pending annexation which never occurred)
- I.T. Manager – promoted to I.T. Director

The net benefit of the requested changes is a net reduction of 5 FTE's, a net personnel cost reduction of \$117,584, and reduction of the number of direct reports to the CM to 8 (ACM/FD, MSPD, HR, I.T., Planning and Zoning, Building and Code, Golf and Rec, Public Works). All associated personnel have been notified of the proposed changes.

**CITY OF MIAMI SPRINGS  
RE-ORGANIZATION PLAN  
ANALYSIS OF BUDGET EFFECT**

**Current Status per Adopted Budget:**

**Proposed Budget Amendment:**

<u>Position</u>	<u>Pay Grade</u>	<u>Budgeted Costs</u>	<u>Position</u>	<u>Budgeted Costs</u>	<u>Pay Grade</u>	<u>Projected Additional Savings (Cost)</u>
Public Works Director	49	\$92,925	Public Works Director	\$80,000	49	\$7,540 *
N/A	None	\$0	Assistant Public Works Director	\$73,050	40	(\$42,613) *
Administrative Asst to the PW Director	29	\$52,870	Eliminated	\$0	None	\$30,841 *
Information Technology Manager	40	\$73,805	Information Technology Director	\$77,495	46	(\$2,153) *
Building & Code Manager	29	\$58,065	Building & Code Director	\$72,000	46	(\$8,129) *
Customer Service Rep	9	\$55,734	Customer Service Rep (Part Time)	\$14,950	None	\$23,790 *
Golf Director	49	\$90,801	Golf Pro (Title change)	\$90,801	46	\$0
Finance Director	50	\$114,303	Asst City Manager-Financial Services	\$120,018	50M	(\$3,334) *
Recreation Director	49	\$78,680	Recreation/Golf Director	\$82,614	49	(\$2,295) *
Procurement Specialist	24	\$44,401	Professional Services Supervisor	\$55,300	37	(\$6,358) *
Public Properties Position Vacant	8	\$29,303	Eliminated	\$0	None	\$29,303 **
Public Properties Position Vacant	8	\$29,303	Eliminated	\$0	None	\$29,303 **
Public Properties Position Vacant	10	\$30,844	Eliminated	\$0	None	\$30,844 **
Public Properties Position Vacant	10	\$30,844	Eliminated	\$0	None	\$30,844 **

Net effect of all proposed changes

\$117,584

\* The projected savings or cost is prorated from March 1 thru Sept 30, 2012.

\*\* The projected savings or cost is for the entire fiscal year since the positions have been vacant.

# EXHIBIT A

POSITION CLASSIFICATION AND PAY PLAN (As of March 1, 2012)

FISCAL YEAR 2011-12

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		PAY RANGE		
		MINIMUM	MAXIMUM	
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CUSTOMER SERVICE REPRESENTATIVE	9	23,149	34,326	ELIMINATED POSITION
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MAINTENANCE WORKER CREW LEADER	10	23,726	35,181	
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* DEPUTY CITY CLERK	29	37,604	55,300	
* ADMINISTRATOR TO PUBLIC WORKS DIRECTOR	29	37,604	55,300	ELIMINATED POSITION
PROCUREMENT SUPERVISOR	29	37,604	55,300	
EXECUTIVE SECRETARY	29	37,604	55,300	
HUMAN RESOURCES SPECIALIST	29	37,604	55,300	
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* GRANTS WRITER/PUBLIC INFORMATION SPECIALIST	37	46,212	68,534	
<u>PROFESSIONAL SERVICES SUPERVISOR</u>	<u>37</u>	<u>46,212</u>	<u>68,534</u>	NEW POSITION
OPERATIONS SUPERINTENDENT	37	46,212	68,534	
* ELDERLY SERVICES DIRECTOR	40	49,767	73,805	
* <u>ASSISTANT PUBLIC WORKS DIRECTOR</u>	<u>40</u>	<u>49,767</u>	<u>73,805</u>	NEW POSITION
INFORMATION TECHNOLOGY/ACCOUNTING SYSTEMS ANALYST	40	49,767	73,805	
* CITY PLANNER	44	54,930	81,466	
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* POLICE CAPTAIN	46P	64,546	93,851	
* GOLF DIRECTOR	49	71,850	95,799	ELIMINATED POSITION
* <u>GOLF PRO</u>	<u>46</u>	<u>63,316</u>	<u>92,063</u>	NEW POSITION
* <u>BUILDING AND CODE COMPLIANCE DIRECTOR</u>	<u>49</u>	<u>71,850</u>	<u>95,799</u>	NEW POSITION
* <u>PARKS &amp; RECREATION DIRECTOR</u>	<u>49</u>	<u>71,850</u>	<u>95,799</u>	ELIMINATED POSITION
* <u>RECREATION/GOLF DIRECTOR</u>	<u>49</u>	<u>71,850</u>	<u>95,799</u>	NEW POSITION
* PUBLIC WORKS DIRECTOR	49	71,850	95,799	
* CITY CLERK	49C	71,850	99,014	
* BUILDING OFFICIAL	50	74,817	112,227	
* FINANCE DIRECTOR	50	74,817	112,227	
* CHIEF OF POLICE	50P	76,270	114,406	
* <u>ASSISTANT CITY MANAGER-FINANCIAL SERVICES</u>	<u>50M</u>	<u>84,125</u>	<u>125,489</u>	NEW POSITION
* NON CIVIL SERVICE				

# City of Miami Springs Proposed Organizational Chart



**City Attorney**  
Jan Seiden

**Mayor and Council**  
Zavier Garcia  
Bob Best, George Lob,  
Dan Espino,  
Jennifer Ator

**City Clerk**  
Magali Valls

**City Manager**  
Ronald K. Gorland

**Asst City Manager-  
Finance Director**  
William Alonso

**Human Resources/Risk Management**  
Loretta Boucher  
Director

**Police**  
Chief Pete Baan  
Director

**Planning & Zoning**  
Jim Holland  
City Planner

**Public Works**  
Vacant  
Director

**Information Technology**  
Jorge Fonseca  
Director

**Building & Code**  
Tex Ziade  
Director

**Recreation/Golf**  
Omar Luna  
Director

**Alicia Gonzales**  
Controller

**Professional Services Division**  
Tammy Romero

- Grants
- Procurement
- Marketing
- Public Information.

**Elderly Services**  
Karen Rosson  
Director

- CPO
- Uniformed Police
- Investigations
- Communications/Records

- Administration
- Streets
- Building Maintenance
- Fleet Services
- Sanitation
- Stormwater

- Building Official
- Code Compliance
- Administration

- Sports Division
- Aquatics
- Programs
- Maintenance
- Golf  
Mike Aldridge  
Golf Pro



# CITY OF MIAMI SPRINGS



Building and Code Compliance Department  
201 Westward Drive  
Miami Springs, FL 33166-5289  
Phone: (305) 805-5030  
Fax: (305) 805-5036

Agenda Item No.

City Council Meeting of:

2-27-12

TO: Honorable Mayor Garcia and Members of the City Council  
VIA: Ron Gorland, City Manager *Ron*  
FROM: Tex Ziadie, Building & Code Supervisor *TZ*  
SUBJECT: Ficus Plantings  
DATE: February 20, 2012

At the November 14, 2011 Council meeting, the Council expressed that it wanted to review the Code in regard to the prohibition of planting new or replacement Ficus hedges/trees (Attachment A). Subsequently a draft of a revision to the Code was prepared by City Attorney Jan Seiden and presented to Council for consideration at the December 12, 2011 Council meeting (Attachment B). The Council voted to refer the matter to the Board of Parks and Parkways (Attachment C).

On February 6, 2012, the Board of Parks and Parkways by Memorandum advised the Council that it was their recommendation that the Code be enforced as it is (Attachment D).

Based on the above, it is the recommendation of the Building and Code Compliance Department that the Code, section 150-013 (A)(4) below, be enforced as it is with no revisions.

## **Sec. 150-013. - Residential plantings, fences and walls.**

### **(A) Plantings.**

- (1) There shall be no restriction on the height of any hedge, shrub, tree or other form of vegetation which is planted and cultivated on properties located within the residential zoning districts of the City.
- (2) Notwithstanding the foregoing, all hedges, shrubs, trees and other forms of vegetation planted and cultivated on residential properties in the City shall:
  - (a) Be maintained in a manicured and presentable condition.
  - (b) Be maintained by the owner in a like manner on all sides.
  - (c) Be maintained so as not to constitute a safety hazard or visual clearance obstruction to pedestrians or vehicular traffic utilizing City sidewalks, swales, alleys, streets or other rights-of-way.
- (3) It shall be the duty and responsibility of the City Code Compliance Department, with the assistance of the City Police Department, to determine if the safety hazard and visual clearance provisions of this ordinance are being properly maintained.
- (4) The planting and cultivation of new or replacement ficus trees or hedges is prohibited, and existing ficus hedges shall not be permitted to exceed eight feet in height.

**EXCERPTS: NOVEMBER 14, 2011 BOARD OF APPEALS MEETING**

**3) CASE NO. 19-V-11**

**PEDRO GONZALEZ**

**1259 BLUEBIRD AVENUE**

**ZONING: R-1B, SINGLE-FAMILY RESIDENTIAL**

**LOT SIZE: 75 FT. X 122 FT.**

**Attachment "A"**

Applicants are seeking a variance from Code Section 150-013 (A) (4) to retain replacement ficus hedges.

City Attorney Jan K. Seiden stated that the case had been pending for a long time with the Code Enforcement Board and Mr. Ziadie was present to give his testimony. Many years ago Council passed an ordinance that prohibited ficus plantings. The applicant replanted ficus hedges that had been destroyed.

City Attorney Seiden explained that City Planner Jim Holland had recommended that the variance be approved simply because the hedges had grown the same height as the remaining hedges. City Planner Holland then learned from Mr. Ziadie about the history of the case and changed his recommendation to a recommendation of denial because the growth of the plants was not felt to be a necessary excuse for the initial violation of the code. Mr. Gonzalez requested a variance to keep the ficus hedges and it was denied by the Board of Adjustment.

Mr. Gonzalez stated that he was not aware of the ordinance prohibiting ficus hedges. When twelve of his ficus plants were destroyed, he replaced them. He said that the hedges were there since he purchased the home. He commented that the rest of the hedges would not look balanced if he removed the hedges. There are more than fifty hedges that are grandfathered since they were planted before the ordinance was enacted.

Mr. Ziadie stated that the case began in June 2009 when the violation was noted. Mr. Gonzalez was given numerous opportunities to remove the plants when they were small. He noted that the case has been heard twice by the Code Enforcement Board and Mr. Gonzalez was told that he could apply for a variance. His recommendation is to uphold the decision of the Board of Adjustment.

Mayor Garcia said that he understands that if Council does any type of relief, they will set a precedent but this is one of those codes that he hopes Council will be considering along the way when they look at codes that need to be revised in Miami Springs.

To clarify for Mayor Garcia, Mr. Ziadie said that the taller the plants grow, the more the roots spread.

Mayor Garcia commented that for future cases he would like Council to consider it a hardship for residents to replace a small percentage of a hedge. He stated that the hedges are not the entire yard, and are only a portion. For future cases, Mayor Garcia suggested some type of stipulation where a certain percentage of the yard is allowed to be replaced as long as it is within a small percentage of whatever Council decided it to be.

Councilman Lob asked why the plants died and Mr. Gonzalez said that his neighbor had a Jacuzzi on the fence and when it was removed, the plants died.

Councilman Lob asked Mr. Ziadie if there is a height limitation for ficus hedges and Mr. Ziadie replied that ficus hedges are limited to eight feet.

Vice Mayor Espino said that it is a bad case and variances should not be used to legislate. He noted that there is a difference if the hedges are on personal property or the swale. He has an issue with the ordinance since the property owner is responsible for damage of the pipes on his property. He stated that he would be willing to make an accommodation by amending the ordinance but not by granting the variance.

City Attorney Seiden commented that the hedge was planted on the property line and it affected the neighbor also. The root system was destroyed when the Jacuzzi was removed.

Mr. Gonzalez replied that the roots were not attached to the Jacuzzi. The Jacuzzi was not allowing sun exposure to the plants and that is why they were destroyed.

Mayor Garcia said that any issues between properties should be handled by the neighbors.

Councilwoman Ator said that she supports the Board of Adjustment and their decision. Amending the code should be considered at another time when Council has appropriate information.

Councilman Lob agreed that the ordinance should be re-considered and Council should not create a variance where they do not need to. In this case, it was not the applicant's fault that the plants died and he maintained the plantings within the height limitation. He commented that planting a different type of plant would look bad.

**Vice Mayor Espino moved to uphold the decision of the Board of Adjustment with the acknowledgement that the City Council will ask the administration to put this item on the agenda for their consideration to amend the ordinance. Councilman Lob seconded the motion which was carried 3-1 with Councilwoman Ator casting the dissenting vote.**

City Attorney Seiden advised the applicant that his variance was denied so he is subject to the Code Enforcement Board ruling. He noted that from now on, Council could direct the Code Enforcement Department not to give any future citations if the Council wants to look at the Code.

Vice Mayor Espino asked City Attorney Seiden if Council has the authority to suspend the Code Enforcement Board's order and City Attorney Seiden replied that Council does not have that authority and Code Enforcement Board actions can only be appealed by the Circuit Court.

Councilwoman Ator commented the code was passed for a reason and Council was attempting to move away from changing the code for an individual case. All interested parties should be able to attend a meeting and express their opinions on this item and Council should have more information before making a decision.

Discussion ensued regarding the misunderstanding between City Attorney Seiden and Council of what Council would like to do with this item.

Mayor Garcia stated that his intention was for Code Enforcement to hold off on giving any citations.

Councilwoman Ator asked if there are any other issues pending with ficus hedges. Mr. Ziadie replied that there are no open cases for ficus hedges at this time.

Mr. Gonzalez asked if he has to remove the trees. Mayor Garcia advised him that he does have to remove the trees. He must abide by the Code Enforcement Board ruling.

Mr. Gonzalez stated that he will remove the trees but it is ridiculous that this has occurred over 14 plants.

# Attachment "B"

## ORDINANCE NO. 1031-2012

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 150-013, RESIDENTIAL PLANTINGS, FENCES AND WALLS; BY ADDING THERETO A LIMITED REPLACEMENT PROVISION FOR FICUS HEDGES; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; EFFECTIVE DATE.**

**WHEREAS**, the City Council has discussed and debated exceptions to the current code provision prohibiting the planting of new or replacement ficus trees and hedges; and,

**WHEREAS**, despite the invasive nature of ficus trees and hedges, the Council has considered and proposed a limited exception for the planting of replacement ficus hedges; and,

**WHEREAS**, it is believed that the aesthetic considerations of permitting the replacement of a small percentage of an already existing ficus hedge that has died outweighs the possible invasive impact of the replanting; and,

**WHEREAS**, the City Council has determined that the limited exception provided by the proposed ordinance amendment will not have a material adverse impact upon the City and its citizens:

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

**Section 1:** That Code of Ordinance Section 150-013, Residential Plantings, Fences and Walls, is hereby amended as follows:

150-013. Residential Plantings, Fences and Walls.

(A) Plantings.

- (1) ...
- (2) ...
- (3) ...
- (4) The planting and cultivation of new or replacement ficus trees or hedges is prohibited, and existing ficus hedges shall not be permitted to exceed eight feet in height. Notwithstanding the foregoing, up to 25% of any existing ficus hedge that has died may be replaced, so long as the percentage of the replacement hedge is first verified by the Building and Code Compliance Department of the City.

(B) Fences and Walls.

- (1) ...
- (2) ...
- (3) ...
- (4) ...

(C) Fence and Wall Materials and Locations.

- (1) ...
- (2) ...
- (3) ...

**Section 2:** That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed insofar as they are in conflict.

**Section 3:** That the provisions of this Ordinance 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 9<sup>th</sup> day of January, 2012.

The motion to adopt the foregoing ordinance was offered on  
second reading by \_\_\_\_\_, seconded by \_\_\_\_\_,  
and on roll call the following vote ensued:

Vice Mayor Espino	" _____ "
Councilman Best	" _____ "
Councilman Lob	" _____ "
Councilwoman Ator	" _____ "
Mayor Garcia	" _____ "

\_\_\_\_\_  
Zavier M. Garcia  
Mayor

**ATTEST:**

\_\_\_\_\_  
Magalí Valls, CMC  
City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**



Jan K. Seiden, Esquire  
City Attorney

First reading: 12/12/2011  
Second reading: 01/09/2012

Words ~~stricken through~~ shall be deleted. Underscored words constitute the amendment proposed. Words remaining are now in effect and remain unchanged.

Excerpts: City Council Regular Meeting of December 12, 2011

**10C) Ordinance No. 1031-2012 – First Reading – An Ordinance of the City Council of the City of Miami Springs Amending Code of Ordinance Section 150-013, Residential Plantings, Fences and Walls; By adding Thereto a Limited Replacement Provision for Ficus Hedges; Repealing all Ordinances or Parts of Ordinances in Conflict; Effective Date**

City Attorney Jan K. Seiden read the ordinance by title.

Attorney Seiden stated that he kept the language simple in order to meet with Council's approval. The provision that prohibits the planting of new or replacement hedges reads: *"Notwithstanding the foregoing, up to 25% of any existing ficus hedge that has died may be replaced so long as the percentage of the replacement hedge is first verified by the Building and Code Compliance Department of the City."*

Councilwoman Ator commented that this ordinance is a bad idea. She spoke with Eric Richey who is the Chair of the Board of Parks and Parkways who was on the Board when the ordinance was passed. His initial reaction was that the issue is far more complicated and it should come back to the Board. Mr. Richey offered to speak with a County representative to get more information.

Councilwoman Ator suggested that the Board of Parks and Parkways should review the issue, provide information and offer their advice. Mr. Richey's position was that there could be room for replacement ficus hedges, but that the provision should not be so simple because it does not really solve the problems related to the plantings.

Councilwoman Ator felt that it could be difficult to determine 25% of a ficus hedge.

City Attorney Seiden stated that it would be determined by the distance of the ficus hedges on the property and the ordinance would allow replacement of up to 25% on the entire property.

Councilwoman Ator reiterated her concerns and the issues raised by Mr. Richey.

City Arborist Thomas Nash stated that his experience included ten years with the water and sewer crew and during that time he dug the roots out of the sewer system. During his experience as an Arborist he has seen properties that were damaged by the root systems of the ficus trees because they seek out water from A/C units or ponds, while the biggest issue is maintenance. Many people have hedges that grow out of control and damage neighboring properties. Root pruning and years of hedge trimming is the only way to control the excessive growth of the root system.

To answer Vice Mayor Espino's question, Mr. Nash explained that there is a long list of plant material that can be substituted for ficus hedges and provide the privacy that people are looking for. The reason the ficus is so popular is because they are fast growing.

City Manager Borgmann said that ficus trees were first planted in the City so that it would provide a fast growing tree canopy and they have subsequently been lost or taken down during hurricanes. The tree planting plan for the City was developed in 1964 in response to reducing the number of ficus trees city-wide.

Councilman Lob agreed with sending the issue back to the Board of Parks and Parkways.

City Attorney Seiden commented that he respects the Board of Parks and Parkways and he drafted the language in a simple way in response to a recent Board of Appeals case. He said that the Board of Parks and Parkways may be able to address the issue in a more complex way that is satisfying to the community.

**Councilwoman Ator moved to send the item to the Board of Parks and Parkways. Councilman Lob seconded the motion.**

Councilman Best approved of sending the item to the Board of Parks and Parkways and mentioned that one ficus in India covers 150 acres.

Mayor Garcia asked how popular ficus hedges are in the City.

Mr. Nash explained that the number of ficus hedges were reduced since the ordinance passed. Many residents were not aware of the ordinance and in a few cases property owners were asked to remove the plantings. Once the residents know the long-term ramifications they are cooperative and some nurseries will not sell the plants to Miami Springs' residents.

Mayor Garcia was of the opinion that the ordinance would affect a minimum number of people who have ficus hedges and if some plants were to die and they had to replace them with another type of planting it would completely throw off their yard.

Discussion ensued regarding the variance case that resulted in the proposed ordinance.

**The motion was carried 5-0 on roll call vote.**



Attachment "D"

**CITY OF MIAMI SPRINGS, FLORIDA  
MEMORANDUM**

**TO:** Ronald K. Gorland, City Manager  
**FROM:** Allene Paz, Board Secretary  
**VIA:** Magali Valls, City Clerk *(ew)*  
**DATE:** February 6, 2012  
**SUBJECT:** **Board Recommendations**

\*\*\*\*\*

Based on the action taken at their meeting of January 12, 2012, the members of the Board of Parks and Parkways would like to bring the following item to the attention of the City Council:

*"Given the potential damaging consequences of ficus benjamina and the fact that the City has in place a policy of eliminating ficus trees and hedges for over thirty (30) years, the Board recommends that the City should adhere to Code of Ordinance Section 150-013 (A) (4) of the City of Miami Springs Code of Ordinances, Land Uses, and not allow any planting or replanting of ficus.*

Thank you.

cc: Board of Parks and Parkways Members





**OFFICE OF THE CITY CLERK  
MEMORANDUM**

**TO:** Honorable Mayor Garcia and Members of the City Council  
**FROM:** Magali Valls, City Clerk *M. Valls*  
**DATE:** February 20, 2012  
**SUBJECT:** PENDING BOARD APPOINTMENTS

\*\*\*\*\*

The following appointments are pending:

<u>APPOINTING COUNCILMEMBER</u>	<u>CURRENT MEMBER</u>	<u>TERM EXPIRES</u>	<u>ORIGINAL APPOINTMENT DATE</u>	<u>LAST APPOINTMENT DATE</u>
<b><u>Architectural Review Board</u></b>				
Mayor Zavier M. Garcia	Kathy Fleischman*	10-31-2012	VACANT	VACANT
Councilman Best – Group I	Bob Calvert*	10-31-2012	VACANT	VACANT
Vice Mayor Espino – Group II	Roger Plasencia*	10-31-2012	VACANT	VACANT
Councilman Lob – Group III	Juan A. Calvo*	10-31-2012	VACANT	VACANT
<b><u>Code Enforcement Board</u></b>				
Mayor Zavier M. Garcia	Raúl Sáenz	11-30-2011	11-14-2005	12-08-2008
Vice Mayor Espino – Group II	John Bankston	09-30-2011	09-23-2002	10-28-2008
Vice Mayor Espino – Group II	Rhonda Calvert	09-30-2011	09-25-2006	10-13-2008
<b><u>Code Review Board</u></b>				
Mayor Zavier M. Garcia	Connie Kostyra*	04-30-2012	VACANT	VACANT
<b><u>Disability Advisory Board</u></b>				
Mayor Zavier M. Garcia	Charlene Anderson*	12-31-2013	VACANT	VACANT
Vice Mayor Espino – Group II	Peter Newman*	12-31-2013	VACANT	VACANT
Councilwoman Ator – Group IV	Roxana Garciga	12-31-2013	08-12-2002	12-10-2007
<b><u>Ecology Board</u></b>				
Councilman Lob – Group III	Dr. Mara Zapata*	04-30-2013	VACANT	VACANT

**Historic Preservation Board**

Councilman Best – Group I	Charles M. Hill	02-28-2012	03-08-2004	02-09-2009
Vice Mayor Espino – Group II	Yvonne Shonberger	02-28-2014	06-13-2005	02-11-2008
Councilman Lob – Group III	Michael Windrem	02-28-2012	06-13-2005	11-23-2009
Councilwoman Ator – Group IV	M.A. Goodlett-Taylor**	01-31-2013	01-24-1983	01-22-2007

**Recreation Commission**

Vice Mayor Espino – Group II	Dr. Stephanie Kondy	04-30-2014	06-13-2005	04-14-2008
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**Revitalization and Redevelopment Ad-Hoc Committee**

Mayor Garcia	Wade Smith	Appointed:	12-13-2010
--------------	------------	------------	------------

\* Kathy Fleischman resigned on April 19, 2011.  
Bob Calvert resigned on January 31, 2012.  
Roger Plasencia resigned on January 30, 2012.  
Juan A. Calvo resigned on January 31, 2012.  
Connie Kostyra resigned on April 28, 2011.  
Charlene Anderson resigned on June 6, 2011.  
Peter Newman resigned on August 1, 2009.  
Dr. Mara Zapata resigned from the Ecology Board to become a member of the Education Advisory Board.

\*\* Council confirmation required per §153.11 of the City Code of Ordinances: "..... No board member who shall have served three consecutive terms of office shall be eligible to serve an additional term of office for 2 years thereafter, unless the appointment for any additional term shall be confirmed by a majority of the council....."

cc: City Manager  
City Attorney  
Affected Board Members



City Council Meeting of:

2-27-2012

**PROPOSED AMENDMENTS TO MIAMI SPRINGS CHARTER**

**AMENDMENT NO. 1**

Shall Charter Section 3.06(1) be amended to change the date of the General Municipal Election, beginning with the General Municipal Election of 2013, from the first Tuesday in April to the first Tuesday after the first Monday in November of each odd numbered year?

YES [ ]

NO [ ]

**AMENDMENT NO. 2**

Shall Charter Section 3.06(4)(a) be amended to change the terms of office for all Council Members, excluding the Mayor, beginning with the General Municipal Election of 2013, from two (2) year terms to four (4) year terms?

YES [ ]

NO [ ]

**AMENDMENT NO. 3**

Shall Charter Section 3.06(4)(b) be amended to change the proposed four (4) terms of Council Members to staggered terms, beginning with the General Municipal Election of 2013, by requiring the Council Members elected in Groups I and \_\_\_ to serve only two (2) year initial terms and four (4) year terms in each subsequent election, while the Council Members elected in Groups \_\_\_ and \_\_\_ to begin serving four (4) year terms with the 2013 election and thereafter?

YES            [     ]

NO             [     ]

**AMENDMENT NO. 4**

Shall Charter Section 3.06(g) be amended to change the installation of newly elected officials, beginning in the General Municipal Election of 2013, from the day following the election, to the day following the certification of the results of the election, or as soon as practicable within seven (7) days of the certification of the election results?

YES            [     ]

NO             [     ]

**AMENDMENT NO. 5**

Shall Charter Section 3.06(7) be amended to change that holding an elective office for a portion of any term shall be deemed as serving the full number of years of the term to only being applicable if the time in office is for in excess of one-half (2) of the normal term of office?

YES [ ]

NO [ ]

**AMENDMENT NO. 6**

Shall Charter Section 4.02(2) be amended to change the month in each year that the City Council considers a "Vote of Confidence" for the City Manager from October to November?

YES [ ]

NO [ ]

**AMENDMENT NO. 7**

Shall Charter Section 8.01(1) be amended to change the month in each year that the City Council considers a "Vote of Confidence" for the City Attorney and City Clerk from March to November?

YES [ ]

NO [ ]

## BALLOT QUESTION NO. 1

If Charter Amendment No. 1 is approved by the voters, such approval shall also constitute voter acknowledgment and authorization for the current Mayor and Council Members to serve seven (7) month extensions of their current terms until the November 2013 election, and that such term extensions shall not constitute any portion of their permitted eight (8) consecutive years in office?

YES [    ]

NO [    ]





**CITY OF MIAMI SPRINGS**  
Building and Code Compliance Department  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5030  
Fax: 305.805.5036

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ron Gorland, City Manager 

**FROM:** Tex Ziadie, Building & Code Supervisor 

**DATE:** February 22, 2012

**SUBJECT:** Recommendation that Council revise Code 150-025 (H)(1)(c) to allow free standing canopies under certain conditions

**DISCUSSION:** One of the Codes that we have not enforced in recent years, is the Code regarding free standing canopies in side and rear yards. Code sections 150-025 (H)(1)(c) reads:

*"No self-supporting or free-standing canopy or carport canopy is permitted in the required side yard setback or rear yard setback area. However, the City Board of Adjustment may grant a variance from this side and rear yard restriction if the requested awning or canopy will be properly screened from adjoining properties and streets, will not create a violation of the public health, safety and welfare, and is supported by the establishment of a "hardship" in accordance with the standards set forth in this Code."*

Most of the free standing canopies (and there are many) out in the community now have not been permitted and could not be, as they do not have the structural stability for High velocity wind zones. Therefore they are technically illegal under our current Code. We need to accomplish one of the following:

- 1-Allow free standing canopies without permitting.
- 2-Revise the Code and allow free standing canopies with guidelines for permitting.
- 3-Enforce the Code as it is now and have the canopies removed

Our recommendation is as follows:

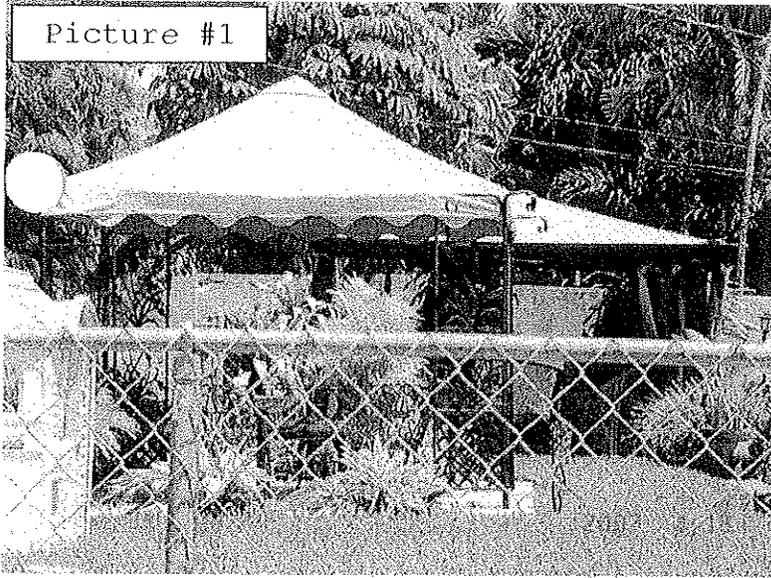
- 1-Revise the Code to differentiate between "Permanent" free standing canopies and "Portable" free standing canopies.
  - A-"Permanent" free standing canopies shall be defined as any canopy requiring anchoring to the ground with cement or by other structural means.
  - B-"Portable" free standing canopies shall be defined as canopies which can be taken down completely and stored in the event of a major storm.

- 2-Allow "Portable" free standing canopies without a permit, but with rules for placement (no front yard as the Code states now, minimum setbacks from side lot lines, etc.).

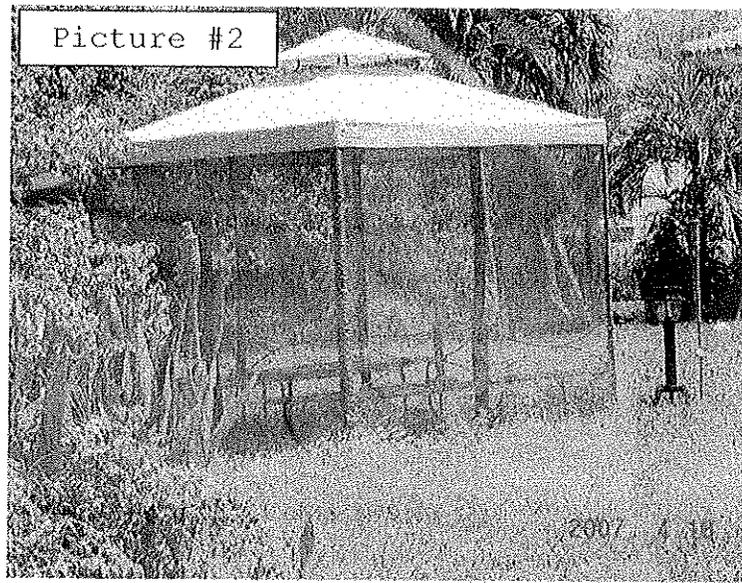
- 3-Require permits and variances for all "Permanent" free standing canopies under the current Code guidelines (Picture #4 below would be an example of a "Permanent" canopy).

Below are some picture examples (attachment A) and a copy of the complete Code section (attachment B)

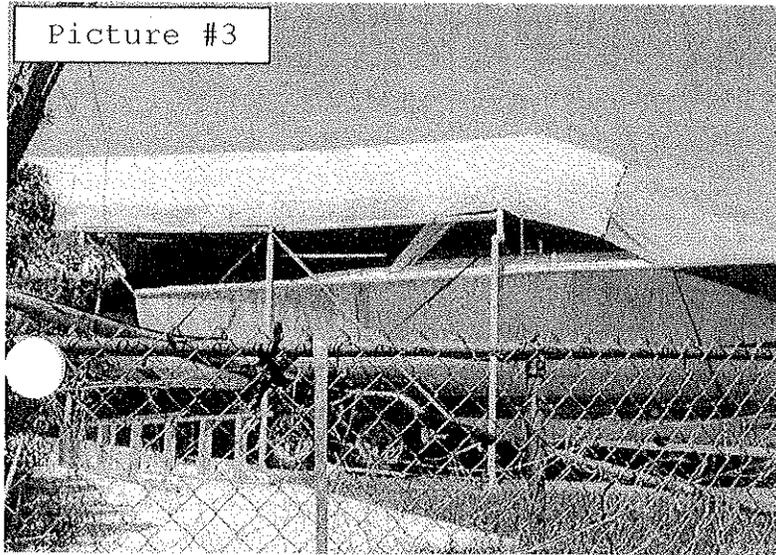
Picture #1



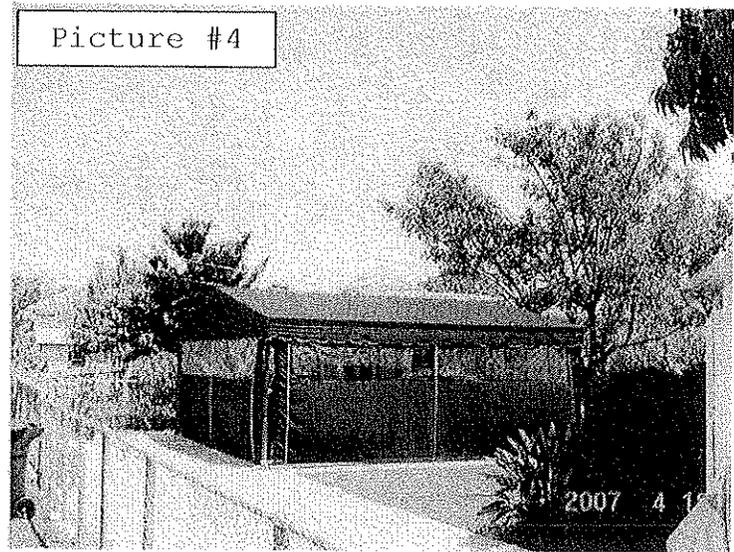
Picture #2



Picture #3



Picture #4



**Sec. 150-025. - Awnings and canopies in all zoning districts.**

**(H) Location.**

**(1)** Single-family residential and duplex zoned districts.

**(a)** All window and door awnings shall be attached to the building and may be located on the front, side, or rear of said building, and may be located in required setback areas.

**(b)** No self-supporting or free-standing shelter canopy, carport canopy, or entrance canopy is permitted in the required front yard area.

**(c)** No self-supporting or free-standing canopy or carport canopy is permitted in the required side yard setback or rear yard setback area. However, the City Board of Adjustment may grant a variance from this side and rear yard restriction if the requested awning or canopy will be properly screened from adjoining properties and streets, will not create a violation of the public health, safety and welfare, and is supported by the establishment of a "hardship" in accordance with the standards set forth in this Code.

**(2)** All other zoned areas.

**(a)** All awnings and canopies shall be attached to the building and may be located on the front, side or rear of that building.

**(b)** No self-supporting or free-standing canopy shall be erected without a variance having been approved by the Board of Adjustment.



2-27-2012



**CITY OF MIAMI SPRINGS, FLORIDA  
MEMORANDUM**

*Excellent idea!*

**TO:** Ronald K. Gorland, City Manager

**FROM:** Aly Paz, Board Secretary to the Board of Parks & Parkways *ap*

**VIA:** Magali Valls, City Clerk *MV*

**DATE:** February 17, 2012

**SUBJECT: Board Recommendations**

\*\*\*\*\*

Based on actions taken at their meeting of February 9, 2012, the Board of Parks & Parkways members would like to bring the following item to the attention of the City Council:

Recommendation to Council that they adopt this recommendation to revive the old custom of the "Miami Springs Yard of the Month" with the following procedure:

1. A member of the Board of Parks and Parkways would select a yard to be recognized as the City of Miami Springs Yard of the Month.
2. A City employee would contact the resident for permission to include them and obtain permission to take a picture of their yard. (Not sure which City employee should do this.)
3. A Board member would take the photo for placement in the City Hall lobby and in the River Cities Gazette
4. A "Miami Springs Yard of the Month" plaque would be placed on resident's yard at the beginning of the month they are chosen to be recognized.
5. The resident would be presented with a certificate from the City at the first council meeting in the month they have been selected to receive the recognition.

If Council agrees with this recommendation and lets the Board know, the Board could proceed right away. The board members would come up with the wording on the certificate.

Thank you.



# CITY OF MIAMI SPRINGS

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

**TO:** Honorable Mayor Garcia and Members of Council

**FROM:** Ron Gorland, City Manager

**DATE:** February 22, 2012

**RECOMMENDATION:** Approve Alcohol Beverage Serving Request By CMI For Their Upcoming Curtiss Mansion Grand Opening Activities

**DISCUSSION:** CMI is planning grand opening events on March 27 and April 1<sup>st</sup> during which time they would like to serve alcoholic beverages.

Agenda Item No.  
City Council Meeting of:

2-27-12





# CITY OF MIAMI SPRINGS

## FINANCE DEPARTMENT

201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

*W*

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager

**FROM:** William Alonso, Finance Director

**DATE:** February 21, 2012

**DISCUSSION:** A Grand Opening for the Curtiss Mansion is scheduled for April 1st, 2012 and in order for the Curtiss Mansion to open its doors to the public, it must obtain a Temporary Certificate of Occupancy (TCO), however construction of a "Service Access Road" is required prior to the issuance of the TCO.

In an effort to meet the Grand Opening deadline, we opted to bypass the RFP process which would require 30-45 days and obtain three written quotes for each of the trades remaining: layouts/Surveys; earthwork; striping and bumper signage; Density testing and electric/lighting in order to expedite the construction of this required Service Access Road.

Each vendor was provided with a copy of the plans and given the required scope of work necessary in order to quote on the project. Please see the pages that follow with details of the quotes obtained for each trade.

All the written quotes were evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and JSP Surveying, Wrangler Construction, Inc., Roberts Traffic Marking, Dynatech Engineering Corp and V&F Electric were all determined to be the lowest most responsive responsible quotes. The construction of the Service Access Road will be managed under a Master permit which has already been applied for by TGSV, who will manage the subcontractors for each trade to the project.

Please find attached Recommendations A-E requesting that Council approve expenditures to the lowest responsible quotes for the Curtiss Mansion Service Access Road.

**COST:** \$ 35,305.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

**Procurement approval:**

*TR*





A



**CITY OF MIAMI SPRINGS**

**FINANCE DEPARTMENT**

201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager

**FROM:** William Alonso, Finance Director

**DATE:** February 21, 2012

**SUBJECT:** *Recommendation that Council approve an expenditure to JSP Surveyors, the lowest responsible quote, in the amount of \$2,400.00 for layout/ surveying to the Curtiss Mansion Service Access Road, pursuant to Section §31.11(C) (2) of the City Code.*

**DISCUSSION:** All the written quotes were evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and JSP Surveying was determined to be the lowest most responsive responsible quote. The construction of the Service Access Road will be managed under a Master permit already pulled by TGSV with each trade being a subcontractor to the project.

**COST:** \$ 2,400.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

**Procurement approval:**

# JSP SURVEYORS

1405 Sorlla Avenue  
Coral Gables, Fl. 33134

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Phone 786-236-8344

Ref: Curtiss Mansion Service Road  
500 Deer Run  
Miami Springs, Fl.

Scope of Work:

Layout o/s stakes for proposed road & benchmarks on project

Timeframe: 3 days

Cost: \$2,400.00

Thank You

Julio Pita

Unrec / 5/20/12

Ani R. Roque

---

**From:** rbrizuela@aol.com  
**Sent:** Thursday, February 02, 2012 3:26 PM  
**To:** Roy Rodriguez  
**Subject:** Re: Curtiss Mansion Service Access



Good Afternoon Roy : As per our phone conversation this morning here is our fees for the Curtiss Mansion Service Access Road

STAKE OUT as per approved plans : \$2500.00 . If any questions do not hesitate to contact us.

Best Regards,

Roberto R. Brizuela, PLS

-----Original Message-----

**From:** Roy Rodriguez <roy@tgsv.com>  
**To:** 'rbrizuela@aol.com' <rbrizuela@aol.com>  
**Sent:** Thu, Jan 26, 2012 11:30 am  
**Subject:** Curtiss Mansion Service Access

Roberto,

Please provide written, itemized quotation for your scope of work addressed to the City of Miami Springs. (Deliver or E-mail proposal to roy@tgsv.com or TGSV offices located at 1301 W. 68<sup>th</sup> Street, Hialeah, Florida 33014)

Please itemize and quotation containing more than one specific scope.

Best regards,  
Roy Rodriguez  
Executive Vice President



City of Curtiss, Inc. - Consultant - Miami, FL

1301 West 68<sup>th</sup> Street • Hialeah, Florida 33014  
t: 305.823.5755 • f: 305.558.9020 • e: roy@tgsv.com

## Roy Rodriguez

---

**From:** Rafael Robayna [rafael@robayna.com]  
**Sent:** Friday, January 27, 2012 9:42 AM  
**To:** Roy Rodriguez  
**Subject:** RE: Curtiss Mansion Service Access

Roy:

I had given Manny a price for this before.

We had estimate that for Boundary and topographic survey our fee would be \$6,400.00, but that I was willing to donate back as a donation \$1,400.00 which would effectively reduce the professional fees to \$5,000.00.

The following is the description of the work.

- 1- Boundary and Topographic Survey  
Establish the boundary of the parcel and recover or set property corners in accordance with the record plat for this site. Bring a benchmark to the site from the closest official elevation monument. Locate all features on the site (existing pavement, sewer manholes, valves, buildings, signs, wall and fences, structures, pond, trees, etc.), both temporary and permanent to assure proper engineering design. Locate and obtain elevations on pavement adjacent right of way for Deer Run Dr. Survey to be done in accordance with the State of Florida Minimum Technical Standards for Surveying and Mapping.

FEE: \$6,400.00 (Robayna and Associates, Inc. will donate back \$1,400.00 to the Curtis Mansion Restoration Fund)

That is the best I can do for you.

By the way has the improvements been done or is the site still on the original condition?

**Rafael (Ray) L. Robayna, P.E.**  
Rafael (Ray) L. Robayna, P.E.  
Robayna and Associates, Inc.  
5723 NW 158 St.  
Miami Lakes, Fl. 33014  
Phone: (305) 823-9316

---

**From:** Roy Rodriguez [mailto:roy@tgsy.com]  
**Sent:** Thursday, January 26, 2012 10:51 AM  
**To:** Rafael Robayna  
**Subject:** Curtiss Mansion Service Access

Rafael,

Please provide written, itemized quotation for your scope of work addressed to the City of Miami Springs. (Deliver or E-mail proposal to [roy@tgsy.com](mailto:roy@tgsy.com) or TGSV offices located at 1301 W. 68<sup>th</sup> Street, Hialeah, Florida 33014)

Use itemize and quotation containing more than one specific scope.

B



**CITY OF MIAMI SPRINGS**  
**FINANCE DEPARTMENT**  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager 

**FROM:** William Alonso, Finance Director 

**DATE:** February 21, 2012

**SUBJECT:** *Recommendation that Council approve an expenditure to Wrangler Construction, Inc., the lowest responsible quote, in the amount of \$24,775.00 for earthwork to the Curtiss Mansion Service Access Road, pursuant to Section §31.11(C) (2) of the City Code.*

**DISCUSSION:** Three written quotes were received and evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and one quote from H&R Paving was deemed to be non-responsive as it was determined that it did not meet the minimum required specifications and was missing some required work. Wrangler Construction Inc. was determined to be the lowest most responsive responsible quote. The construction of the Service Access Road will be managed under a Master permit already pulled by TGSV with each trade being a subcontractor to the project.

**COST:** \$ 24,775.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

Procurement approval:

# WRANGLER CONSTRUCTION, INC.

February 14, 2012

Mr. City of Miami Springs.  
201 Westward Drive  
Miami Springs, FL. 33166

Re: Curtiss Mansion.  
500 Deer Run  
Miami Springs, Fl. 33166

Subject: **Temporary roadway.**

Please consider this correspondence as our Proposal for the Labor Material and Equipment needed for the completion of the **new temporary roadway** at the referenced project. All construction will be in accordance with the site visit and information provided to complete the referred work.

This Proposal is based on documents prepared by Southeast Design Associates, Inc. Drawing Sheet A-1. Technical Specifications were not provided.

## ARTICLE 1 - BASE SCOPE OF WORK

- 1.1 Removal and disposal of approximately 12,050 SF of existing asphalt roadway.
- 1.2 Installation of approximately 4,275 SF of new 6" limerock base. (Assuming that existing limerock on paved area to be demolished can be used)
- 1.3 Installation of approximately 12,050 SF of new 1" Type "S" asphalt.
- 1.4 Stabilization of approximately 12,050 SF of existing base and new limerock base.

## ARTICLE 2 - INCLUSIONS

*ITEMS PROVIDED BY WRANGLER CONSTRUCTION, INC.*

- 2.1 Furnish all labor, equipment and supervision to perform the scope of work outlined above.

## ARTICLE 3 - EXCLUSIONS

- 3.1 4"x 4" post/fence.
- 3.2 Any electrical work.
- 3.3 Any sod installation and/or replacement.
- 3.4 Permits costs and/or processing fees.
- 3.5 Any imported material for base stabilization. If needed will be charged separately.

12855 SW 136 Avenue, Suite 206  
Miami, Florida 33186

Telephone: 305-278-4719  
Telefax: 305-278-4720

**ARTICLE 4 BASE BID QUOTATION**

*OUR PROPOSAL FOR THE WORK:*

**TWENTY FOUR THOUSAND SEVEN HUNDRED SEVENTY FIVE DOLLARS  
and NO CENTS (\$ 24,775.00).**

All work will be done in accordance with the latest requirement requirements of the City of Miami Springs Public Works Department, Florida Building Code and the Florida Department of Transportation and of other applicable regulatory agencies having jurisdiction.

**Performance Bond not included in this price.**

We appreciate the opportunity to quote on this project. If we can be of further service, or if you have any questions regarding this Proposal, please do not hesitate to contact us at your earliest convenience. We remain

Cordially yours,

WRANGLER CONSTRUCTION, INC.

Felix R. Clavelo  
Vice President / P.M.

**WRANGLER**



Licensed contractor #U-19887

**PROPOSAL/CONTRACT**

February 13, 2012

**Customer Name/Address:**

Attn: Roy Rodriguez  
TGSV Enterprises  
1301 W. 68<sup>th</sup> Street  
Hialeah, FL 33014  
T. 305-823-5755 F. 305-558-9020  
[roy@tgsv.com](mailto:roy@tgsv.com)

**Property Location:**

City of Miami Springs  
500 Deer Run  
Miami Springs, FL

As per direction to perform the following work:

**NEW CONSTRUCTION:** With new sub-base up to 8,500 Sq. Ft. **\$13,494.00**

1. Excavate grass/dirt in area of new construction to a depth of 7.5" below grade.
2. Compact excavated area.
3. Supply and install 6" of new limerock base material.
4. Roll and compact new limerock base using a 3-5 ton roller.
5. Tack area with a DOT approved primer tack coat.
6. Supply and install 1.5" average of hot plant mixed asphalt, type S-III.
7. Roll and compact using a 3-5 ton roller.
8. Haul away any related debris.

**DEMO:** Remove and dispose of existing asphalt (old roadway) up to 5,800 Sq. Ft. **\$5,994.00**

**DEMO:** Remove and dispose of existing roadway asphalt up to 5,600 Sq. Ft. **\$5,594.00**

**ASPHALT OVERLAY:** Up to 1,577 Sq. Yds. **\$13,494.00**

1. Mill the existing asphalt in front of concrete tie-ins and asphalt roadways for smooth transition.
2. Supply and install ring risers at all water access points.
3. Level any depressed areas prior to overlay.
4. Repair any severely damaged areas prior to overlay.
5. Thoroughly clean off the existing surface prior to overlay.
6. Tack areas with DOT approved primer tack.
7. Install 1" average hot plant mixed asphalt, Type S-III.
8. Roll and compact areas using a 3-5 ton roller.
9. Remove any related debris from site.

**STRIPING:** Stripe a new layout using DOT approved latex white, yellow, and/or blue paints as per plan. **\$1,178.00**

**SIGNAGE:** To supply and install new signage as per plan.

**TOTAL: \$39,754.00**

**\*New pavement is susceptible to scuffing and marks until it has properly cured.**

**\*As asphalt is a petroleum based product the prices are subject to change if oil prices increase dramatically.**

**\*New pavement is susceptible to scuffing and marks until it has properly cured.**

**\*This contractor will not be responsible for meeting any specific height, grade or elevation.**

**\*There will be a charge of \$47.50 above the Contract amount to dispose of used materials at an approved environmentally compliant waste facility.**

**\*This contractor cannot guarantee elimination of standing water.**

**\*Permit, Procurement fees and any additional work required by the permit will be extra to the contract amount.**

Page 1 of 2

M&M Asphalt Maintenance Inc.

Office 561-588-0949 | Fax 561-588-2140 | 1302 South J Street, Lake Worth, FL 33460

Office 407-610-8069 | Fax 321-710-2372 | 4800 Patch Rd., Orlando, FL 32822

[info@mandmasphalt.com](mailto:info@mandmasphalt.com)

Members of ICSC, CAI, SEFAA, IREM, CREW, AAGO, BBB

Note: M&M cannot work around vehicles. Management is responsible for towing when owners fail to comply with paving and/or seal coat schedule.

**Proposal # 2012.02.13.001.MB**



Licensed contractor #U-19887

- \*This contractor recommends a civil engineer be retained for ADA upgrades. As such this contractor makes no claim that ADA upgrades will meet any/all local, state and federal guidelines on ADA compliance.
- \*Due to price fluctuations on material costs, this contractor reserves the right to withdraw the proposal at any time prior to the commencement of work.

PROPOSE to furnish labor and material – complete in accordance with above specifications, and subject to conditions stated herein, for the sum of:

**THIRTY-NINE THOUSAND SEVEN HUNDRED FIFTY-FOUR DOLLARS**

**WITH PAYMENTS TO BE MADE AS FOLLOWS: Net Due upon Completion.**

Not responsible for any damage to underground utilities.  
 A certificate of Insurance will be issued upon request prior to commencement of work.  
 M&M Asphalt guarantees the sealer against peeling or flaking off of stable asphalt for a period of (1) year, excluding normal wear & tear.  
 All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Any additional mobilizations will be billed at a rate of \$895.00 each. Due to the fluctuations in the petroleum markets, M&M Asphalt reserves the right to impose a fuel surcharge. Owner to carry fire tornado and other necessary insurance upon above work. Our workers are covered by Workmen's Compensation Insurance. " In the event of any litigation or other proceeding arising out of this agreement, the prevailing party shall be entitled to collect its attorneys' fees and all costs of litigation from the other party, including appellate attorneys' fees.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

\_\_\_\_\_ authorize Neil Ortner or Jeffrey Cohen to sign Permit Applications and/or Notice of Commencements on our behalf.

**ACCEPTANCE OF PROPOSAL:**

Signature of Approval By Client, Title

Date

Proposal Prepared By: David Lyonnias

M&M Asphalt Maintenance Inc.

Office 561-588-0949 | Fax 561-588-2140 | 1302 South J Street, Lake Worth, FL 33460

Office 407-610-8069 | Fax 321-710-2372 | 4800 Patch Rd., Orlando, FL 32822

[info@mandmasphalt.com](mailto:info@mandmasphalt.com)

Members of ICSC, CAI, SEFAA, IREM, CREW, AAGO, BBB

Note: M&M cannot work around vehicles. Management is responsible for towing when owners fail to comply with paving and/or seal coat schedule.

Proposal # 2012.02.13.001.MB

H&R Paving, Inc.  
Abe Rodriguez  
Ph: 305.261.3005  
Fx: 305.592.6079  
1955 NW 110 Avenue  
Miami, Florida 33172

Non-responsive bid.

## Ani R. Roque

---

**From:** Roy Rodriguez  
**Sent:** Wednesday, February 08, 2012 2:51 PM  
**To:** Tammy Romero; Ani R. Roque  
**Cc:** jose@hrpaving.com  
**Subject:** RE: Curtiss Mansion Service Access

Jose can you please provide written quote for Demo & new paving work both.

---

**From:** Tammy Romero [mailto:romerot@miamisprings-fl.gov]  
**Sent:** Wednesday, February 08, 2012 2:44 PM  
**To:** Roy Rodriguez; Ani R. Roque  
**Subject:** FW: Curtiss Mansion Service Access  
**Importance:** High

Good afternoon,

Is this in the range of some of the other quotes? See below.

*Tammy Romero*

Tammy Romero  
Procurement Specialist

### **CITY OF MIAMI SPRINGS**

201 Westward Drive  
Miami Springs, Fl. 33166  
305-805-5035 Phone  
305-805-5018 Fax  
[romerot@miamisprings-fl.gov](mailto:romerot@miamisprings-fl.gov)

---

**From:** Jose A. Chagoyen [mailto:jose@hrpaving.com]  
**Sent:** Wednesday, February 08, 2012 2:36 PM  
**To:** Tammy Romero  
**Subject:** Curtiss Mansion Service Access  
**Importance:** High

According to Abe Rodriguez instructions, the quote is :  
7,120 SQF --- (6" thick limerock base + 1" thick hot asphaltic mix) @ \$2.50/SQF = \$17,800.00  
Regards, Jose/Abe.

---

**From:** Abe Rodriguez [mailto:abe@hrpaving.com]  
**Sent:** Wednesday, February 08, 2012 11:33 AM  
**To:** 'Jose A. Chagoyen'  
**Subject:** FW: Curtiss Mansion Service Access  
**Importance:** High

chavo see me on this

---

**From:** Tammy Romero [mailto:romerot@miamisprings-fl.gov]  
**Sent:** Wednesday, February 08, 2012 11:28 AM  
**To:** [abe@hrpaving.com](mailto:abe@hrpaving.com)

**Cc:** [roy@tgsv.com](mailto:roy@tgsv.com)  
**Subject:** FW: Curtiss Mansion Service Access  
**Importance:** High

Good morning,

Per your conversation, please see attached.

We look forward to hearing from you shortly.

*Tammy Romero*

Tammy Romero  
Procurement Specialist

**CITY OF MIAMI SPRINGS**

201 Westward Drive  
Miami Springs, Fl. 33166  
305-805-5035 Phone  
305-805-5018 Fax  
[romerot@miamisprings-fl.gov](mailto:romerot@miamisprings-fl.gov)

---

**From:** Roy Rodriguez [<mailto:roy@tgsv.com>]  
**Sent:** Monday, January 23, 2012 8:58 AM  
**To:** [abe@hrpaving.com](mailto:abe@hrpaving.com)  
**Cc:** Tammy Romero  
**Subject:** Curtiss Mansion Service Access

Please provide written, itemized quotation for your scope of work addressed to the City of Miami Springs. (Deliver or E-mail proposal to [roy@tgsv.com](mailto:roy@tgsv.com) or TGSV offices located at 1301 W. 68<sup>th</sup> Street, Hialeah, Florida 33014)

Please itemize and quotation containing more than one specific scope.

Best regards,  
Roy Rodriguez  
Executive Vice President



1301 West 68<sup>th</sup> Street • Hialeah, Florida 33014  
t: 305.823.5755 • f: 305.558.9020 • e: [roy@tgsv.com](mailto:roy@tgsv.com)

No virus found in this incoming message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 8.5.454 / Virus Database: 271.1.1/4160 - Release Date: 01/22/12 19:34:00

No virus found in this incoming message.  
Checked by AVG - [www.avg.com](http://www.avg.com)  
Version: 8.5.455 / Virus Database: 271.1.1/4193 - Release Date: 02/07/12 20:17:00

C



**CITY OF MIAMI SPRINGS**  
**FINANCE DEPARTMENT**  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager

**FROM:** William Alonso, Finance Director

**DATE:** February 21, 2012

**SUBJECT:** *Recommendation that Council approve an expenditure to Roberts Traffic Marking, the lowest responsible quote, in the amount of \$950.00 for striping and bumper signage to the Curtiss Mansion Service Access Road, pursuant to Section §31.11(C) (2) of the City Code.*

**DISCUSSION:** All the written quotes were evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and Roberts Traffic Marking was determined to be the lowest most responsive responsible quote. The construction of the Service Access Road will be managed under a Master permit already pulled by TGSV with each trade being a subcontractor to the project.

**COST:** \$950.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

**Procurement approval:**

STRIPPING / MARKINGS

**Roy Rodriguez**

**From:** Diane Salafia [diane@robertstraffic.com]  
**Sent:** Tuesday, January 31, 2012 3:48 PM  
**To:** Ani R. Roque  
**Cc:** Roy Rodriguez  
**Subject:** Curtiss Mansion Service Access  
**Attachments:** 0841-A1-temp-pavement.pdf; 0841-E1-temp-pavement.pdf



Dear Ani and Roy,

Based on the attached plan, Curtiss Mansion pavement markings will be \$950.00

That will include the two stalls, one handicap stall, access walkway in paint, and one handicap sign on u-channel post.

Thank you,

Diane J. Salafia, VP                      954-929-2922 Phone  
Roberts Traffic Marking                954-445-2329 Cell  
2210 Hayes Street                      [diane@robertstraffic.com](mailto:diane@robertstraffic.com)  
Hollywood, FL 33020                 [projects@robertstraffic.com](mailto:projects@robertstraffic.com)



**Roberts Traffic Marking**

Click on Logo to visit Website

**From:** Ani R. Roque [mailto:ani@tgsv.com]  
**Sent:** Thursday, January 26, 2012 11:01 AM  
**To:** Diane Salafia  
**Subject:** Curtiss Mansion Service Access

Diane,

Please provide written, itemized quotation for your scope of work addressed to the City of Miami Springs. (Deliver or E-mail proposal to [roy@tgsv.com](mailto:roy@tgsv.com) or TGSV offices located at 1301 W. 68<sup>th</sup> Street, Hialeah, Florida 33014)

Please itemize and quotation containing more than one specific scope.

Best regards,  
Roy Rodriguez  
Executive Vice President



ENTERPRISES, INC.

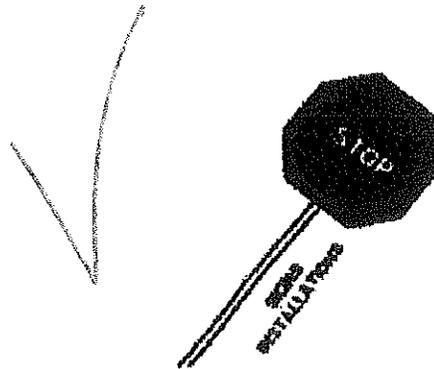
1301 West 68<sup>th</sup> Street • Hialeah, Florida 33014  
t: 305.823.5755 • f: 305.558.9020 • e: [roy@tgsv.com](mailto:roy@tgsv.com)



# Proposal

Date
2/2/2012

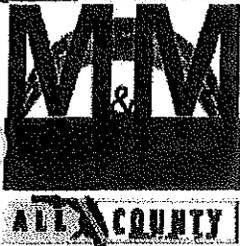
Name/Address
TGSV Enterprises, Inc. 1301 West 68th ST Hialeah, Fl. 33014



Description	Qty	Cost	Total
<b>Job Location: Curtis Mansion Service Access</b>			
4" H/Cap Walkway per LF (Regular Paint)	1,130	0.40	452.00
Handicap sign, posts, walk-way and logo	2	250.00	500.00
Parking stall lines (Regular Paint)	2	2.45	4.90
Regular Car Stops Ea.	4	22.00	88.00

Bill delinquent 30 days after receipt. Purchase agrees to pay a finance charge of 1 1/2% per month on invoice overdue past 30 days and reasonable cost of collection including lawyer's fees.

<b>Total</b>	<b>\$1,044.90</b>
--------------	-------------------



Licensed contractor #U-19887

**PROPOSAL/CONTRACT**

February 13, 2012

**Customer Name/Address:**

Attn: Roy Rodriguez  
TGSV Enterprises  
1301 W. 68<sup>th</sup> Street  
Hialeah, FL 33014  
T. 305-823-5755 F. 305-558-9020  
[roy@tgsv.com](mailto:roy@tgsv.com)

**Property Location:**

City of Miami Springs  
500 Deer Run  
Miami Springs, FL

As per direction to perform the following work:

**NEW CONSTRUCTION:** With new sub-base up to 8,500 Sq. Ft. **\$13,494.00**

1. Excavate grass/dirt in area of new construction to a depth of 7.5" below grade.
2. Compact excavated area.
3. Supply and install 6" of new limerock base material.
4. Roll and compact new limerock base using a 3-5 ton roller.
5. Tack area with a DOT approved primer tack coat.
6. Supply and install 1.5" average of hot plant mixed asphalt, type S-III.
7. Roll and compact using a 3-5 ton roller.
8. Haul away any related debris.

**DEMO:** Remove and dispose of existing asphalt (old roadway) up to 5,800 Sq. Ft. **\$5,994.00**

**DEMO:** Remove and dispose of existing roadway asphalt up to 5,600 Sq. Ft. **\$5,594.00**

**ASPHALT OVERLAY:** Up to 1,577 Sq. Yds. **\$13,494.00**

1. Mill the existing asphalt in front of concrete tie-ins and asphalt roadways for smooth transition.
2. Supply and install ring risers at all water access points.
3. Level any depressed areas prior to overlay.
4. Repair any severely damaged areas prior to overlay.
5. Thoroughly clean off the existing surface prior to overlay.
6. Tack areas with DOT approved primer tack.
7. Install 1" average hot plant mixed asphalt, Type S-III.
8. Roll and compact areas using a 3-5 ton roller.
9. Remove any related debris from site.

**STRIPING:** Stripe a new layout using DOT approved latex white, yellow, and/or blue paints as per plan. **\$1,178.00**

**SIGNAGE:** To supply and install new signage as per plan.

**TOTAL: \$39,754.00**



\*New pavement is susceptible to scuffing and marks until it has properly cured.

\*As asphalt is a petroleum based product the prices are subject to change if oil prices increase dramatically.

\*New pavement is susceptible to scuffing and marks until it has properly cured.

\*This contractor will not be responsible for meeting any specific height, grade or elevation.

\*There will be a charge of \$47.50 above the Contract amount to dispose of used materials at an approved environmentally compliant waste facility.

\*This contractor cannot guarantee elimination of standing water.

\*Permit, Procurement fees and any additional work required by the permit will be extra to the contract amount.

Page 1 of 2

M&M Asphalt Maintenance Inc.

Office 561-588-0949 | Fax 561-588-2140 | 1302 South J Street, Lake Worth, FL 33460

Office 407-610-8069 | Fax 321-710-2372 | 4800 Patch Rd., Orlando, FL 32822

[info@mandmasphalt.com](mailto:info@mandmasphalt.com)

Members of ICSC, CAI, SEFAA, IREM, CREW, AAGO, BBB

Note: M&M cannot work around vehicles. Management is responsible for towing when owners fail to comply with paving and/or seal coat schedule.

Proposal # 2012.02.13.001.MB



Licensed contractor #U-19887

- \*This contractor recommends a civil engineer be retained for ADA upgrades. As such this contractor makes no claim that ADA upgrades will meet any/all local, state and federal guidelines on ADA compliance.
- \*Due to price fluctuations on material costs, this contractor reserves the right to withdraw the proposal at any time prior to the commencement of work.

PROPOSE to furnish labor and material -- complete in accordance with above specifications, and subject to conditions stated herein, for the sum of:

**THIRTY-NINE THOUSAND SEVEN HUNDRED FIFTY-FOUR DOLLARS**

**WITH PAYMENTS TO BE MADE AS FOLLOWS: Net Due upon Completion.**

Not responsible for any damage to underground utilities.

A certificate of Insurance will be issued upon request prior to commencement of work.

M&M Asphalt guarantees the sealer against peeling or flaking off of stable asphalt for a period of (1) year, excluding normal wear & tear.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Any additional mobilizations will be billed at a rate of \$695.00 each. Due to the fluctuations in the petroleum markets, M&M Asphalt reserves the right to impose a fuel surcharge. Owner to carry fire tornado and other necessary insurance upon above work. Our workers are covered by Workmen's Compensation Insurance. " In the event of any litigation or other proceeding arising out of this agreement, the prevailing party shall be entitled to collect its attorneys' fees and all costs of litigation from the other party, including appellate attorneys' fees.

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

I \_\_\_\_\_ authorize Neil Ortner or Jeffrey Cohen to sign Permit Applications and/or Notice of Commencements on our behalf.

**ACCEPTANCE OF PROPOSAL:**

Signature of Approval By Client, Title

Date

Proposal Prepared By: David Lyonnias

D



**CITY OF MIAMI SPRINGS**  
**FINANCE DEPARTMENT**  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager

**FROM:** William Alonso, Finance Director

**DATE:** February 21, 2012

**SUBJECT:** *Recommendation that Council approve an expenditure to Dynatech Engineering Corp., the lowest responsible quote, in the amount of \$600.00 for Density Testing to the Curtiss Mansion Service Access Road, pursuant to Section §31.11(C) (2) of the City Code.*

**DISCUSSION:** All the written quotes were evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and Dynatech Engineering was determined to be the lowest most responsive responsible quote. The construction of the Service Access Road will be managed under a Master permit already pulled by TGSV with each trade being a subcontractor to the project.

**COST:** \$600.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

**Procurement approval:**

GEOTECHNICAL  
 ENVIRONMENTAL  
 HYDROGEOLOGY  
 ASBESTOS



TESTING LABORATORIES  
 DRILLING SERVICES  
 INSPECTION SERVICES  
 ROOFING

**DYNATECH ENGINEERING CORP.**

Miami, January 26, 2012

Mr. Roy Rodriguez  
 TGSV ENTERPRISES, INC.  
 1301 West 68<sup>th</sup> Street  
 Hialeah, FL 33014

Re: Curtis Mansion Service Access @  
 500 Deer Run  
 Miami Springs, FL.

Dear Mr. Rodriguez:

Pursuant to your request, DYNATECH ENGINEERING CORP. is pleased to submit a proposal for the engineering testing services requested at the above referenced project. The scope of our work will consist of the following:

- Compaction Testing.....\$20.00/test X 1070 200-
- Proctor Testing.....\$100.00/test X 2 14 60-
- Soil Classification.....\$50.00/test X 1 10 50-
- Limerock Bearing Ratio.....\$350.00/test
- Additional Testing provided upon request.

\$ 450.00  
 + 150.00  
 Reports  
 + 00.00

DYNATECH ENGINEERING CORP. will coordinate the work upon signing of the contract. Two signed and sealed originals will be provided to client. This proposal is valid for 30 days and is subject to terms and conditions attached. The client is to provide authorization and safe access for equipment and personnel and clearance of any obstructions and utilities. The fee is based on a one trip, straight time, weekdays work time from 8:00 am to 5:00 pm. Additional trips and other working hours if requested will be agreed upon with client and billed separately. The contractor shall contract DEC a minimum of 24 hours prior to testing for proper notice and scheduling.

We hope our prices meet with your approval and look forward to work with you in the near future.

Sincerely yours,

  
 Wissam Naamani, P.E.  
 DYNATECH ENGINEERING CORP.  
 Florida Reg. No. 39584  
 Special Inspector No. 757

Approved by: \_\_\_\_\_

750 West 84 Street, Hialeah, FL 33014-3618 • Phone: (305) 828-7499 • Fax: (305) 828-9598  
 E-Mail: Dynatech@Bellsouth.net

## Tammy Romero

---

**From:** Roy Rodriguez [roy@tgsv.com]  
**Sent:** Thursday, February 23, 2012 11:53 AM  
**To:** Tammy Romero  
**Subject:** FW: Dynatech

**Attachments:** Dynatech001.PDF



Dynatech001.PDF  
(91 KB)

Per our phone conversation attached please find Dynatech proposal for the testing work that will be required for the CMI access road project.

The proposal includes markings I made to extend the unit prices provided by Dynatech to help set the overall budget for their scope of work I expect the actual cost will be slightly less than the \$600.00 budgeted.

Should you need anything else let me know.

-----Original Message-----

**From:** xerox@tgsv.com [mailto:xerox@tgsv.com]  
**Sent:** Thursday, February 23, 2012 11:42 AM  
**To:** Roy Rodriguez  
**Subject:** Dynatech

Please open the attached document. It was scanned and sent to you using a Xerox WorkCentre.

Attachment File Type: PDF

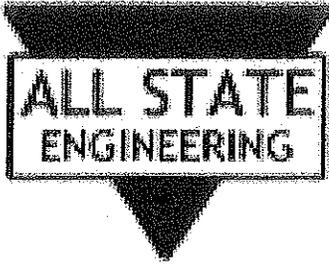
WorkCentre Location: machine location not set Device Name: XRX0000AA7DB69E

For more information on Xerox products and solutions, please visit <http://www.xerox.com>

No virus found in this incoming message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 8.5.455 / Virus Database: 271.1.1/4222 - Release Date: 02/22/12 19:34:00



# All State Engineering & Testing Consultants, Inc.

2380 West, 78th Street  
HIALEAH, FL - 33016

## Proposal/Authorization

Phone # 305-888-3373

Fax # 305-888-7443

Web Site: www.allstateengineering.com

<b>Order By</b>	<b>Ship To</b>
TGSV Enterprises, Inc. 1301 West 68th street Hialeah, Florida. 33014-4579 Phone: 305-823-5755	TGSV Enterprises, Inc. 1301 West 68th street Hialeah, Florida. 33014-4579 Phone: 305-823-5755

<b>Date</b>	1/26/2012	<b>Proposal No.</b>	11-332	<b>E-mail</b>	rajiv@allstateengineering.com
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<b>Project Name &amp; Address</b>	<b>Curtis Mansion</b>
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Qty	Item	Description	Cost	Grand Total
10	4127	Field Density Test At 5 Locations on 2 lifts For Subgrade and Base	30.00	300.00
2	4104	Proctor Test For Subgrade and Base	120.00	240.00
5	4127	Asphalt Density Test	30.00	150.00
1	4108	Asphalt Extraction	275.00	275.00
<b>Grand Total</b>				<b>\$965.00</b>

### AUTHORIZATION

I, hereby acknowledge that all the information on this form is correct to the best of my knowledge and hereby authorize All State Engineering & Testing Consultants, Inc. to perform the work described herein for the company named under "BillTo". I understand that as the authorized signatory, I am acknowledging that the company named under "Ordered By" will be ultimately responsible for paying the invoices resulting from this work order, and also that I have been authorized by such company to make this claim. Any changes or additions to the work specified in this proposal need to be authorized separately.

\_\_\_\_\_  
Authorized Signatory

**ATTACHMENT 1**  
**ESTIMATED SCOPE OF WORK AND BUDGET**  
**Construction Materials Testing Services**

Project Name:		Contract Amount				Contact: Juan Ramirez, E.I.					
Curtiss Mansion Service Access Miami-Dade County, Florida City of Miami Springs FTL-08-0320 (BG 40.2) January 27, 2012		Dunkelberger Engineering & Testing, Inc. 5371 Northwest 33rd Avenue, Suite 204 Fort Lauderdale, Florida 33309-3654 (954) 730-9114 FAX (954) 730-9115				Completed This Invoice		Completed to Date		Remaining on Contract	
		Qty	Unit	Price	Amount	Qty	Amount	Qty	Amount	Qty	Amount
<b>Construction Testing Services</b>											
<b>Itemized Services</b>											
<b>I. Field Inspection &amp; Testing</b>											
- Field Density Tests											
	10	test		\$20.00	\$200.00	0	\$0.00	0	\$0.00	10	\$200.00
<b>Subtotal</b>					\$200.00		\$0.00		\$0.00		\$200.00
<b>II. Laboratory Testing</b>											
- Moisture Density Test (T-180 or T-99)											
	2	test		\$100.00	\$200.00	0	\$0.00	0	\$0.00	2	\$200.00
	1	test		\$60.00	\$60.00	0	\$0.00	0	\$0.00	1	\$60.00
	1	test		\$35.00	\$35.00	0	\$0.00	0	\$0.00	1	\$35.00
	1	test		\$25.00	\$25.00	0	\$0.00	0	\$0.00	1	\$25.00
<b>Subtotal</b>					\$320.00		\$0.00		\$0.00		\$320.00
<b>III. Engineering &amp; Reporting</b>											
- Project Engineer											
	1	hour		\$95.00	\$95.00	0	\$0.00	0	\$0.00	1	\$95.00
- Word Processing											
	1	hour		\$45.00	\$45.00	0	\$0.00	0	\$0.00	1	\$45.00
<b>Subtotal</b>					\$140.00		\$0.00		\$0.00		\$140.00
<b>TOTAL ESTIMATED FEE</b>					\$660.00		\$0.00		\$0.00		\$660.00

Note: An overtime factor of 1.5 will be applied to the attached rates for work performed on weekends, holidays, and outside the regular work week (7:30 a.m. to 5:00 p.m. Monday through Friday).

**GENERAL CONDITIONS**

"Dunkelberger Engineering & Testing, Inc. (Dunkelberger) and Client Agreement"

1. **Payment Terms:** Invoices are due and payable upon receipt. Invoices not paid within 30 days of date rendered will be assessed a finance charge of one percent per month, or fraction thereof, for each month beyond 30 days past due. Invoices not paid within 60 days will result in Dunkelberger stopping work until such invoices rendered are paid in full. Invoices not paid within 90 days of the date rendered will be referred for collection. Client will be responsible for all expenses incurred by Dunkelberger in the collection of any unpaid invoice, including the actual attorneys' fees and costs charged by our legal counsel.
2. **Insurance:** Dunkelberger maintains Workers' Compensation and Employer's Liability Insurance in conformance with applicable State law. In addition, Dunkelberger maintains Professional Liability Insurance with Limits of \$2,000,000 each claim, \$3,000,000 aggregate; General Liability Insurance with Limits of \$1,000,000 each occurrence, \$2,000,000 aggregate; Automobile Liability Insurance with a Limit of \$1,000,000 each occurrence and Commercial Umbrella Excess Liability Insurance with Limits of \$4,000,000 each occurrence, \$4,000,000 aggregate. A certificate of insurance can be supplied evidencing such coverage, upon request.
3. **Access to Site:** Client will arrange and provide such access to the site as is necessary for Dunkelberger to perform the work. Dunkelberger shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment; however, Dunkelberger has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Dunkelberger to restore the site to its former condition, upon written request Dunkelberger will perform such additional work as is necessary to do so and Client agrees to pay to Dunkelberger the cost thereof.
4. **Damage to existing man-made objects:** Unless Dunkelberger has assumed in writing the responsibility of locating subsurface or latent conditions, Client agrees to indemnify and save Dunkelberger harmless from all claims, suits, losses, costs and expenses, including reasonable attorneys' fees as a result of personal injury, death or property damage occurring with respect to Dunkelberger's performance of its work and arising from subsurface or latent conditions or damage to subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof was not revealed to Dunkelberger by Client.
- 5a. **Warranty:** Dunkelberger's services will be performed, its findings obtained, and its reports prepared in accordance with its proposal, Client's acceptance thereof, these General Conditions, and with generally accepted principles and practices. In performing its professional services, Dunkelberger will use that degree of care and skill ordinarily exercised under similar circumstances by members of its profession. This warranty is in lieu of all other warranties or representations, either expressed or implied.
- 5b. **Risk Allocation:** Should Dunkelberger or any of its professional employees be found to have been negligent in the performing of professional services or work or to have made and breached any expressed or implied warranty, representation or contract, Client, all parties claiming through Client, and all parties claiming to have in any way relied upon Dunkelberger's services or work agree that the maximum aggregate amount of the liability of Dunkelberger, its officers, employees, and agents shall be limited to \$50,000 or the total amount of the fee paid to Dunkelberger for its work performed with respect to the project, whichever amount is greater. Client expressly agrees that it has received consideration for this agreement to limit liability in the form of a lower contract price.  
  
Client may, upon written request received within five days of Client's acceptance hereof, increase the limit of Dunkelberger's liability to \$500,000 or the amount of Dunkelberger's fee, whichever is the greater, by agreeing to pay Dunkelberger a sum equivalent to an additional amount of 5% of the total fee, or \$400, whichever is greater. This charge is not to be construed as being a charge for insurance of any type but is increased consideration for the greater liability involved.
6. **Indemnity:** Subject to the above limitations, Dunkelberger agrees to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs arising out of Dunkelberger's negligence to the extent of Dunkelberger's negligence. Client shall provide the same protection to the extent of its negligence. In the event that Client shall bring any suit or claim against Dunkelberger, the Client shall pay to Dunkelberger the costs and expenses incurred by Dunkelberger to answer and defend it, including reasonable attorneys' fees and court costs, to the extent that Dunkelberger shall prevail in such suit.
7. **Governing Law:** This agreement shall be governed in all respects by the laws of the State of Florida.

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**CITY OF MIAMI SPRINGS**

**FINANCE DEPARTMENT**

201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5000  
Fax: 305.805.5018

Agenda Item No.

City Council Meeting of:

2-27-12

**TO:** Honorable Mayor Garcia and Members of the City Council

**VIA:** Ronald Gorland, City Manager

**FROM:** William Alonso, Finance Director

**DATE:** February 21, 2012

**SUBJECT:** *Recommendation that Council approve an expenditure to V&F Electric, the lowest responsible quote, in the amount of \$6,580.00 for Electric and Lighting to the Curtiss Mansion Service Access Road, pursuant to Section §31.11(C) (2) of the City Code.*

**DISCUSSION:** All the written quotes were evaluated by Roy Rodriguez, JoEllen Phillips and Manuel Perez-Vichot of CMI and V&F Electric was determined to be the lowest most responsive responsible quote. The construction of the Service Access Road will be managed under a Master permit already pulled by TGSV with each trade being a subcontractor to the project.

**COST:** \$6,580.00

**FUNDING:** **Department/ Description:** Capital Projects/ Building Improvements  
**Account Number:** 310-3700-519-62-01

**Procurement approval:**



# ONE WAY ELECTRIC, INC.

2910 SW 121 AVE., MIAMI, FL 33175

Ph: (305) 226-1555 Fax: (305) 221-2380

onewayelectricinc@gmail.com

ER#13012611

February 13, 2012

TGSV ENTERPRISES INC.  
1301 W. 68 ST.  
HIALEAH, FL 33014  
ATTN. ROY RODRIGUEZ

PROJECT: CURTISS MANSION  
SERVICE ACCESS  
500 DEER RUN  
MIAMI SPRINGS, FL

ESTIMATE AS PER PLAN SPECIFICATIONS:

## SCOPE OF WORK

- 1) INSTALL AND PROVIDE 2 LIGHT POSTS
- 2) RUN WIRES AND PVC CONDUIT FOR 2 LIGHT POSTS
- 3) INSTALL AND PROVIDE 1 – 30 AMP BREAKER IN PANEL "L"
- 4) INSTALL AND PROVIDE 1 PHOTOCELD AND 1 LIGHT CONTACTOR
- 5) INSTALL AND PROVIDE NECESSARY JUNCTION BOXES
- 6) INSTALL 2 LIGHT FIXTURES TYPE "T" AND "U" IN POST LIGHT (LIGHT FIXTURES USED ON THIS QUOTE ARE SUBJECT TO APPROVAL, NO SPECIFICATIONS SHOWN ON PLANS. PHOTOMETRIC NOT INCLUDED)

LABOR & MATERIALS	-	\$5,620.00
COST OF 2 POSTS & LIGHT FIXTURES	-	\$3,690.00
(WIND CALCULATION & DELIVERY INCLUDED)		
COST TO OPEN & CLOSE TRENCH	-	<u>\$640.00</u>
TOTAL	-	\$9,950.00

- \* THE LABOR FOR THIS JOB WAS QUOTED DURING REGULAR BUSINESS HOURS; NO OVERTIME LABOR IN INCLUDED. IF WE HAVE TO DO ANY OVERTIME, THE AMOUNT WILL BE DETERMINATED UPON DECISION.
- \* THIS JOB WILL HAVE 1-YEAR WARRANTY FOR THE ELECTRICAL INSTALLATIONS. ALL THE EQUIPMENTS AND FIXTURES INSTALLED WILL HAVE THEIR WARRANTY FROM THE MANUFACTURER.
- \* ASPHALT, CUTTING CONCRETE, CONCRETE WORK, BASE PATCHING, AND FPL COST BY OTHERS.
- \* IN CASE OF ANY CREDIT OR EXTRA WORK, THE AMOUNT WILL BE DETERMINED UPON DECISION.

WE HEREBY PROPOSE TO FURNISH LABOR AND MATERIALS COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS, FOR THE SUM OF, NINE THOUSAND NINE HUNDRED FIFTY DOLLARS, \$9,950.00, WITH PAYMENTS TO BE MADE OF 20% IN ADVANCE AND THE BALANCE AS WORK PROGRESS.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICE. ANY ALTERATIONS OR DEVIATION FROM SPECIFICATIONS INVOLVING EXTRA COST, WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENT CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. THIS AGREEMENT IS TO ACCEPTANCE WITHIN 30 DAYS AND IS VOID THERAFTER AT THE OPTION OF THE UNDERSIGNED.

THE ABOVE PRICE, SPECIFICATONS,  
AND CONDITIONS ARE HEREBY ACCEPTED.  
YOU ARE AUTHORIZED TO DO THE WORK  
AS SPECIFIED ABOVE. PAYMENTS WILL BE  
MADE AS OUTLINE ABOVE.

DATE OF ACCEPTANCE: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Electric

**Computer Electric, Inc.**

660 Miller Drive  
Miami Springs, FL 33166

EC #13001721

Office (305) 889-0018

Fax No. (305) 889-8088

Website: [www.computerelectricinc.com](http://www.computerelectricinc.com)

Email : [mark@computerelectricinc.com](mailto:mark@computerelectricinc.com)

**Proposal**

Thursday, January 26, 2012

City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166



Attention : Roy Rodriguez

Email: [roy@tgsv.com](mailto:roy@tgsv.com)

Jobsite: Curtiss Mansion

RE : Service Area light Poles for Curtiss Mansion

**Computer Electric, Inc.** will provide materials and labor for installation two light poles and five light fixtures to be fed from existing electrical equipment in Curtiss Mansion electric room, including:

- Install photo cell and lighting contactor in Curtiss Mansion electric room.
- Install exterior lighting circuits in existing conduit from electric room to entrance patio of mansion.
- Provide trenching and backfill from mansion entrance to light pole locations.
- Install conduit and wire in new trenching.
- Install concrete junction boxes at base of two new poles.
- Provide and install two 30' wooden poles with 8" top diameter placed 6' in ground.
- Provide and install five 400 watt metal halide light fixtures to be installed on two poles.
- Provide photo metric survey and certification letter after installation.
- Provide electrical plans for permitting (does not include photometric drawing).

**TOTAL COST OF MATERIALS AND LABOR \$ 11,486.00**

\* Electrical permit provided at cost, not included in this proposal.

\* Wind load calculations for poles provided at cost, not included in this proposal. (City may not require calculations as these poles are temporary).

Accepted this \_\_\_\_\_ Day of \_\_\_\_\_, 2012.

By: \_\_\_\_\_  
\_\_\_\_\_

Please pay by invoice -- Due upon receipt, statements will not be rendered. All equipment and materials provided by Computer Electric Inc remains as the property of Computer Electric Inc until full and final payment is received. A service charge of 1-1/2% per month (18% per annum) will be charged on invoices over 60 days. In the event it becomes necessary for Computer Electric, Inc. to engage the services of an attorney to collect any sums due under this invoice, the customer will pay reasonable attorney's fees and all costs in making such collection.

