



**CITY OF MIAMI SPRINGS, FLORIDA**

**Mayor Xavier M. Garcia**

**Vice Mayor Michael Windrem  
Councilman George V. Lob**

**Councilman Billy Bain  
Councilman Jaime A. Petralanda**

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

**AGENDA**

**REGULAR MEETING**

**Monday, September 23, 2013 - 7:00 p.m.**

**Council Chambers - City Hall**

**201 Westward Drive - Miami Springs**

**1. Call to Order/Roll Call**

**2. Invocation: Mayor Garcia**

**Salute to the Flag:** Students from Springview Elementary School will lead the audience in the Pledge of Allegiance and Salute to the Flag

**3. Awards & Presentations:**

**A) Certificate of Sincere Appreciation to Magalí Valls in Recognition of 22-1/2 Years of Dedicated Service to the City of Miami Springs**

**B) Officer of the Month Award - August 2013 - Officer Albert Sandoval**

**C) Yard of the Month - September 2013 - Dr. Anna M. Hernandez - 500 Plover Avenue**

**4. Open Forum:** Persons wishing to speak on items of general city business, please sign the register located on the speaker's stand before the meeting begins

5. **Approval of Council Minutes:**

- A) 08-19-2013 – Workshop Meeting

6. **Reports from Boards & Commissions:**

- A) 08-28-2013 – Historic Preservation Board – Minutes
- B) 09-10-2013 – Recreation Commission – Minutes
- C) 09-11-2013 – Golf and Country Club Advisory Board – Cancellation Notice
- D) 09-16-2013 – Revitalization & Redevelopment Ad Hoc Committee – Cancellation Notice
- E) 09-18-2013 – Board of Parks and Parkways – Cancellation Notice
- F) 09-24-2013 – Ecology Board – Cancellation Notice

7. **Public Hearings:**

- A) Resolution No. 2013-3586 – A Resolution of the City Council of the City of Miami Springs, Florida Adopting the Final Levying of Ad Valorem Taxes for General Operations for the City of Miami Springs for the Fiscal Year 2013-2014; Providing for an Effective Date
- B) Resolution No. 2013-3587 – A Resolution of the City Council of the City of Miami Springs, Florida Adopting the Final General Fund, Special Revenue Funds, Debt Service Fund, and Enterprise Fund Budgets for the Fiscal Year 2013-2014; Authorizing the City Manager to Proceed with Implementation of Service Programs and Projects; Prohibiting Unauthorized Liabilities and Expenditures of Funds; Providing for an Effective Date
- C) Resolution No. 2013-3595 – A Resolution of the City Council of the City of Miami Springs Approving and Adopting the City Employee “Pay Plan” for Fiscal Year 2013-2014; Reserving the Right and Authority to Amend or Supplement the Plan; Effective Date
- D) Second Reading - Ordinance No. 1057-2013 - An Ordinance of the City Council of the City of Miami Springs Amending Code of Ordinance Section 32-01, Uniform Administrative Rules, Regulations, and Procedures for Boards, Agencies, Commissions, and Committees of the City; By Authorizing Quarterly, Rather than Monthly, Regular Meetings for City Advisory Boards; Repealing All Ordinance or Parts of Ordinances in Conflict; Providing an Effective Date

**8. Consent Agenda:**

- A) Recommendation that Council Waive the Competitive Bid Process and Approve an Expenditure of \$37,000.00 to Greens Grade Services Inc., for Labor Services for the Remainder of Fiscal Year 2012-2013, Pursuant to Section 31.11 (E) (6) (g) of the City Code
- B) Recommendation that Council Award a Bid to H & R Paving, Utilizing Miami Dade County RPQ # 20120159 in the Amount of \$92,153.65, for Roadway Repairs, Pursuant to Section 31.11 (E) (5) of the City Code.
- C) Recommendation that Council Approve a Change Order to H&R Paving, Inc., Utilizing Miami-Dade County Bid Miami-Dade County RPQ 201200073, in the Amount of \$2,196.00 for Additional Asphalt and Labor Required for Minola Drive Paving Project, Pursuant to Section 31.11 (F) (11) (a) (2) of the City Code
- D) Recommendation that Council Waive the Competitive Bid Process and Approve an Expenditure of \$67,365.00, to South Florida Maintenance Services (SFM), Inc. for Field Maintenance to Prince Field, Stafford Park and Peavy Dove Athletic Fields for the Fiscal Year 2013-2014, Pursuant to Section 31.11 (E) (6) (g) of the City Code
- E) Recommendation that Council Approve an Expenditure to South Florida Maintenance Services (SFM), Inc., the Lowest Responsible Quote, in the Amount of \$18,720.00, for Downtown Street Sweeping Services for the Fiscal Year 2013-2014, Pursuant to Section 31.11 (C) (2) of the City Code
- F) Recommendation that Council Waive the Competitive Bid Process and Approve an Expenditure of \$2,000.00 "On an As Needed Basis" to Titleist, for Purchasing Driving Range Supplies and Items for Resale in the Pro Shop for the Remainder of Fiscal Year 2012-2013, Pursuant to Section 31.11 (E) (6) (g) of the City Code
- G) Recommendation that Council Award a Bid to Wrangler Construction Inc., utilizing Village of Palmetto Bay Bid 2011-PW-102 in the Amount of \$39,520.00, for Sidewalk Improvements on Hammond Dr., Pursuant to Section 31.11 (E) (5) of the City Code
- H) Recommendation that Council waive the competitive bid process and approve an expenditure of \$300.00, "on an as needed basis" to John Deere Lesco for purchasing new divot boxes for the remainder of Fiscal Year 2012-2013, pursuant to Section §31.11 (E) (6) (g) of the City Code.

**9. Old Business:**

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

10. New Business:

- A) Recommendation to Approve Wall of Fame Nomination – Doug Orr
- B) Recommendation to Approve Wall of Fame Plaque/Award
- C) Recommendations that Council Reject the Bids Received for Golf Course Labor Maintenance RFP #03-12/13 and Authorize a Re-bid
- D) Resolution No. 2013-3597 – A Resolution of the City Council of the City of Miami Springs Commemorating the 50<sup>th</sup> Anniversary of the Vietnam War; Expressing Support for the November 8, 2013 Parade Sponsored by the Miami-Dade County Military Affairs Board Welcoming Home and Remembering Vietnam Veterans; Directing the City Manager or the City Manager’s Designee to Provide the Necessary Staff and In-Kind Support to Coordinate the Parade When the City Council Approves the Source of the Funds and the Necessary Amount at a Later Date; Allocating \$500.00 to the Military Affairs Trust Fund for the Parade When the City Council Approves the Source of the Funds at a Later Date; Effective Date

11. Other Business: None

12. Reports & Recommendations:

- A) City Attorney
- B) City Manager
- C) City Council

13. Adjourn

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 If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. 286.0105), all of which the City does not provide.  
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In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: (305) 805-5006, no later than (7) days prior to the proceeding.  
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Pursuant to Sec. 2-11.1 (S) of the Miami-Dade County Code and Miami Springs Code of Ordinances Chapter 33 - §33-20, all persons, firms or corporations employed or retained by a principal who seeks to encourage the passage, defeat, or modifications of (1) ordinance, resolution, action or decision of the City Council; (2) any action, decision, recommendation of any City Board or Committee; or (3) any action, decision or recommendation of City personnel during the time period of the entire decision-making process on such action, decision or recommendation which will be heard or reviewed by the City Council, or a City Board or Committee shall register with the City before engaging in any lobbying activities on forms prepared for this purpose and shall state under oath his or her name, business address, the name and business address of each person or entity which has employed said registrant to lobby, and the specific issue on which he or she has been employed to lobby. A copy of the lobbyist registration form is available from the Office of the City Clerk.  
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# *Certificate of Sincere Appreciation*

*Presented to*

***Magali Valls***

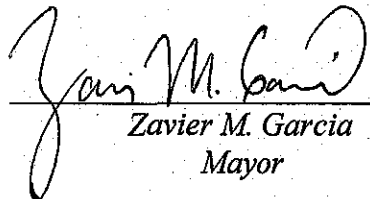
*In Recognition of 22-1/2 Years of Dedicated Service to the*

***CITY OF MIAMI SPRINGS***

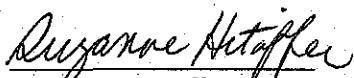
*From January 14, 1991 to July 5, 2013.*

*Presented this 23<sup>rd</sup> day of September, 2013.*

***CITY OF MIAMI SPRINGS, FLORIDA***

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

***ATTEST:***

  
\_\_\_\_\_  
Suzanne Hitaffer, CMC  
Acting City Clerk



Miami Springs  
Police Department

Memorandum

Agenda Item No.

City Council Meeting of:

9-23-13

*(Handwritten initials)*

**To:** Officer Albert Sandoval  
**From:** Peter G. Baan, Chief of Police  
**Subject:** Officer of the Month, August, 2013  
**Date:** 09/16/2013

*(Handwritten signature: Peter G. Baan)*

On September 5<sup>th</sup>, 2013, Sergeant Frank Perez drafted a memorandum which recommends that you receive the Officer of the Month Award for August, 2013. The memo describes the details of an incident that you responded to, involving a residential burglary that had just occurred. Because of your efforts, two serial burglars were arrested and stolen property was recovered.

The Miami Springs Police Department Awards Committee has concurred with Sergeant Perez's recommendation, and I agree. You are invited to attend the regularly-scheduled City Council Meeting on September 23<sup>rd</sup>, at 7:00 p.m., when this award will be publicly presented to you. You are invited to bring with you any family members, friends, or associates to share in this occasion.

I congratulate you for your outstanding performance, and compliment you on your professionalism. Your actions are a positive reflection on the professional reputation of the entire Miami Springs Police Department.

Attachments

cc: City Manager R. Gorland  
Captain J. Kahn  
Lieutenant R. Walker  
Lieutenant S. Carlisle  
Lieutenant J. Mulla  
Sergeant F. Perez  
CPO  
Personnel File  
Bulletin Board

**MIAMI SPRINGS POLICE DEPARTMENT**

**MEMORANDUM**

TO: Peter G. Baan, Chief of Police

THRU: Chain of Command

FROM: Sergeant Jimmy E. Deal



SUBJECT: Officer of the Month Nomination

DATE: September 12, 2013

The Awards Committee reviewed the nomination submitted for Officer Albert Sandoval for the month of August, 2013. The awards committee concurs that the nomination meets the criteria for the prestigious Officer of the Month Award.

**MIAMI SPRINGS POLICE DEPARTMENT  
MEMORANDUM**

*To Awards  
COMMITTEE  
09/09/2013  
fBm*

**TO: Chief P. Baan (Via Chain of Command)**

**FROM: Sergeant F. Perez *F.P.***

**SUBJECT: Officer of the Month Recommendation/Letter of  
Commendation**

**DATE: September 5, 2013**

On August 31, 2013, MSPD K-9 Officer A. Sandoval was patrolling the residential area of the city. At approximately 0118 hours, Officer A. Sandoval observed two unidentified white males exiting through the rear gate of the residence located at 548 Curtiss Parkway and entering the alleyway. Upon seeing Officer A. Sandoval, both subjects went back into the same yard in an attempt to conceal themselves. Officer A. Sandoval then circled around to the front of the residence and observed the same two subjects exiting the front yard of the same residence. Officer A. Sandoval then made contact with both subjects as they crossed the street. Officers N. Figueredo and C. Dweck both arrived on scene. Both subjects were then read Miranda per card and both waived same. One subject denied being in the residence at any time and stated that he had been out exercising. However, the second subject eventually admitted that both subjects had entered the yard of the aforementioned residence with the intent to burglarize the residence. He stated that once they were in the yard, he acted as a "look out" while the first subject used a ladder found in the yard to access a second story window and enter the residence. He further stated that the first subject exited the residence through the same window a few minutes later and gave him several stolen items (including a pocket knife and multiple pieces of jewelry) to carry. A search incident to arrest revealed several pieces of jewelry and a pocket knife (engraved with the initials of the property owner) in the front left pocket of the second subject and a pair of latex gloves in the front left pocket of the first subject. During this time, Officer E. Estok also arrived on scene. The Officers on scene were able to locate the ladder which was still leaning against the residence and, upon further investigation, discovered a second story window with several

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jalousies removed. Continued questioning later revealed that the subjects had been traveling in a vehicle that had been left parked nearby. The subject vehicle was subsequently located and during an inventory of the vehicle prior to being towed, several more pieces of jewelry were located in the center console and trunk. As the subject had admitted during questioning that they had been in the area on numerous occasions to look for residences and vehicles to burglarize, the jewelry was also impounded. Both subjects were charged with Burglary to an Unoccupied Residence and the first subject was also charged with Possession of Burglary Tools.

Officer A. Sandoval did an outstanding job of not only identifying potential criminal activity but also effectively and efficiently investigating the incident. Also, Officers N. Figueredo, C. Dweck, and E. Estok provided invaluable support in investigating and later documenting the incident. Because of the efficiency and professionalism of all of the Officers present, two serial burglars were arrested and several stolen items recovered.

I would like to take this opportunity to commend Officers A. Sandoval, N. Figueredo, C. Dweck, and E. Estok for the highest level of professionalism during this incident.

Furthermore, I respectfully request that Officer A. Sandoval be considered for the "Officer of the Month" award and that a copy of this letter be placed in each officer's personnel file.



# **CERTIFICATE OF RECOGNITION**

Presented to

***Dr. Ana M. Hernandez***

Of

***500 Plover Avenue***

for her home being designated as

***“YARD OF THE MONTH”  
SEPTEMBER 2013***

Presented this 23<sup>rd</sup> day of September, 2013.

**CITY OF MIAMI SPRINGS, FLORIDA**

Zavier M. Garcia  
Mayor

**ATTEST:**

Suzanne Hitaffer, CMC  
Acting City Clerk



*City of Miami Springs, Florida*

**DRAFT**

The Miami Springs City Council held a **WORKSHOP MEETING** in the Council Chambers at City Hall on Monday, August 19, 2013, at 6:00 p.m.

**1. Call to Order/Roll Call**

The meeting was called to order at 6:10 p.m.

The following were present:

- Mayor Xavier M. Garcia
- Councilman Billy Bain
- Councilman George V. Lob
- Councilman Jaime A. Petralanda

Absent: Vice Mayor Michael Windrem

Also Present:

- City Manager Ronald K. Gorland
- Assistant City Manager/Finance Director William Alonso
- Chief of Police Peter G. Baan
- Comptroller Alicia E. González
- Planning and Zoning Director James H. Holland
- Recreation Director Omar L. Luna
- Golf and Country Club Director Paul O'Dell
- Building & Code Compliance Director H. "Tex" Ziadie
- Elderly Services Director Karen Rosson
- I. T. Director Jorge Fonseca
- Public Works Director Thomas Nash
- Professional Services Supervisor Tammy L. Romero
- Acting City Clerk Suzanne S. Hitaffer

**2. Invocation: Councilman Lob offered the invocation.**

**Salute to the Flag:** The audience participated.

### 3. Workshop on Proposed Fiscal Year 2013-2014 Budget (continued from 8/7/13)

Former Mayor Richard Wheeler made a Power Point presentation and distributed a handout to Council. He showed photos of the Mansion before it was renovated and a current aerial photo. He was provided a copy of a memo that was distributed to Council last week and was a little disheartened by what was on the memo because there were some obvious omissions. He edited the memo so that Council could see a clear picture of the Mansion and its burden on the City of Miami Springs.

Mr. Wheeler stated that the amount of \$9,900 provided in 2006 is accurate. It was a loan so that the Mansion could qualify and provide documents for a State grant that ended up getting additional funds for the construction.

Mr. Alonso clarified that the \$9,900 in 2006 was written off and the \$475,000 shown in the PowerPoint came from the City reserves. Those two transactions had nothing to do with the historic tax credit.

Mr. Wheeler said that there is no doubt that the funds came out of the General Fund. He did question whether anything was written off because the City's documentation of the historic tax credit documented the proceeds and every item that was being pulled out of the proceeds.

Mr. Alonso stated that the two amounts were not on the historic tax credit. The tax credit transaction was approximately \$700,000 and those two items were left out which means that there would have been approximately \$200,000 left over. If Mr. Wheeler has any documentation to show that those two amounts came out of the tax credit then he would like to see them.

Mr. Wheeler asked for the e-mail where Mr. Alonso documented all of the costs associated with the historic tax credit and where those funds were being reimbursed. He would be glad to have that come out as part of the discussion.

Mayor Garcia commented that this is a Budget Workshop meeting and unless discussions are about why Council should be considering the requests for \$10,000 and \$25,000, then this is not something that should be discussed at this time. This should be discussed between staff and Mr. Wheeler in the City Manager's office. This has nothing to do with whether or not Council should provide additional funding to the Curtiss Mansion.

Mr. Wheeler stated that he was trying to give Council perspective. If the Curtiss Mansion, Inc. (CMI) was standing before Council having received over half a million dollars of funding from the general fund of the City of Miami Springs, then he would say that it is significant as to whether or not Council considers further funding. He will skip this discussion and sort it out directly with Assistant City Manager/Finance Director Alonso and City Manager Gorland.

Mr. Wheeler provided the information that Councilman Bain requested a week ago for the \$10,000 request and the breakdown of the revenue that was requested by Councilman Petralanda.

Councilman Bain clarified that he received the information he requested regarding the \$10,000 and he sees that there is \$5,500 for the replacement of a beam and \$4,500 for advertising and marketing for the Mansion rentals. He remembered that Mr. Wheeler stated at the last meeting that the funds were going towards three items but he only sees two.

Mr. Wheeler said that he reviewed the lecture series and realized that it could be handled without any additional funding.

Councilman Bain asked why Mr. Wheeler would not reduce what he is asking for since there are now only two items being requested instead of the original three and Mr. Wheeler replied that what he is looking for is the City of Miami Springs to stand behind the project in whatever level that Council feels appropriate.

Councilman Bain believes that Mr. Wheeler should wait to see if the repair will fall under warranty and if it does not, then he can come back to Council to request the funds. He does not feel that the funds should be allocated if there is uncertainty of the repair being under warranty.

Mr. Wheeler commented that he is trying to accelerate the repair for the particular item.

Councilman Petralanda asked if there are funds somewhere else such as the CMI account that Mr. Wheeler can use since he is trying to accelerate the repair and Mr. Wheeler responded that the CMI funds are very tight and he is looking at entering approximately three months' worth of construction which will tear up the parking lot and make it less attractive for events.

To answer Councilman Petralanda's question, Mr. Wheeler said that they will not be closing the Curtiss Mansion for the three months but they will be limited in their services.

Mr. Wheeler stated that he appreciated the consideration and will follow up on the information he provided to Council tonight.

Mayor Garcia asked that Mr. Wheeler also follow up with the Administration regarding the numbers and to get clarification on the historic tax credit and Mr. Wheeler replied in agreement.

City Manager Gorland referred to the memo in the packet and stated that Councilman Bain requested that the Administration request a plan from all Departments that would decrease their individual budgets by 3%. The difficult part of a 3% reduction from all Departments is that they are currently working with FY2005 revenues and FY2014 expenses. The ad valorem revenues from FY2005 and FY2014 were approximately \$6MM. The budgeted general fund expenditures in FY2005 were \$13,627,980 and \$14,806,486 in FY2014.

City Manager Gorland noted that for FY2005, the Golf Course was a special revenue fund and not part of the General Fund as it is in FY2014. For that reason, the FY2005 amounts were updated to include golf operations. Operating costs have increased by almost \$1.18MM or 8.6% while the tax collections have remained the same. An analysis was attached to the packet showing how each Department would achieve their goal, what expenditures would be either cut entirely or reduced, and what effect these cuts would have on services currently provided to the residents.

Mr. Alonso said that the City Council cuts were produced by Acting City Clerk Hitaffer which shows a \$3,200 reduction. The three cuts would come from travel and per diem, miscellaneous, and operating supplies. He advised Council that they already reduced the operating budget by \$10,000.

Acting City Clerk Hitaffer commented that the original request for the Miami-Dade County League of Cities (MDCLC) Dinner was \$2,400 and she cut \$400 since not every Council member attends the dinners every month.

Mayor Garcia would like clarification on what happens to the funds that are not spent for the MDCLC dinners and Mr. Alonso replied that if the funds are not used at the end of the year they are put into the fund balance.

Councilman Bain thanked Staff for seeing what cuts could be made from their budgets to help reduce the budget.

Mayor Garcia would like to discuss the next Department's budget and come back to the City Council budget.

Mr. Alonso said that the next budget is for the City Manager. Without affecting personnel, the only area that can be reduced is the \$10,000 that is set aside for annexation costs. The Administration can always come back to Council during the year if funds are needed for annexation related issues.

**No changes were made to the City Manager's budget.**

Mr. Alonso stated that the City Clerk's budget will result in a savings. Acting City Clerk Hitaffer was able to go through the contractual services and estimate that the original budget for International Data Depository (IDD) of \$20,000 was too high and felt that \$2,000 could be cut from the budget. Cuts were also made in promotions for \$600, office supplies for \$500, dues and memberships for \$250, and machinery and equipment for \$2,500.

Mayor Garcia commented that the only reduction that he would be willing to consider is \$2,000 for contractual services because it is the Acting City Clerk's recommendation.

Councilman Lob said that he would consider the \$2,000 as well. He will not consider the \$2,500 for the machinery and equipment.

To answer Mayor Garcia's question, Acting City Clerk Hitaffer stated that she does not believe what was requested for this fiscal year was based on the paperless agenda because it was recently implemented. The paper budget was cut by \$1,000 because of the Board meetings.

Councilman Lob asked if the amount that Council looked at in savings was included in this and Mr. Alonso replied that the savings are included.

Mayor Garcia asked if Council was opposed to the funds for paper being reduced and by consensus, Council agreed to cut \$2,000 from IDD and \$500 for the paper.

To answer Councilman Bain's question, Mayor Garcia stated that the \$600 is for the City to host the Clerk's Luncheon.

Acting City Clerk Hitaffer clarified that the plan was to host the luncheon at the Community Center. Miami Springs has not hosted a luncheon in many years. Ms. Valls put this in the budget because she wanted to host a luncheon and the \$600 would include the cost of food.

Councilman Bain said that \$600, in his opinion, should be incorporated into the Council budget for the Acting City Clerk to come before Council to request the funds if she decides to host the luncheon.

Mayor Garcia stated that he spoke with former City Clerk Valls and the lunch was something that she wanted to consider. He advised her to put the funds in the budget so Council could discuss the possibility. He had been told that since he has been Mayor, the City has not hosted a luncheon and he assumes that \$600 was a sponsor fee.

Councilman Bain said that in his opinion, \$600 would not be enough to host a respectable luncheon.

To answer Mayor Garcia's question, Acting City Clerk Hitaffer commented that the Clerks that attend the luncheon are not charged a fee to attend.

Councilman Lob agreed with Councilman Bain with regards to \$600 not being enough for the luncheon. He also feels that this luncheon is important to showcase the City.

Mayor Garcia commented that maybe this is not the year to host the luncheon and he suggested leaving the funds in the budget and budgeting another \$600 in next year's budget in order to be able to host a decent City Clerk's luncheon.

Councilman Lob suggested that when the funds are needed, they could be taken from the \$25,000 in the Council promotions account.

**By consensus, Council agreed to include \$600 in Council's \$25,000 promotions budget.**

To answer Councilman Petralanda's question, Mayor Garcia stated that \$250 for the Miami Herald is for delivery to City Hall, as well as an online subscription.

Councilman Bain clarified that the City Clerk's budget will be reduced in the amount of \$2,500.

Mr. Alonso said that the Professional Services budget has a savings of \$8,560 which would entail the removal of four out of twelve "Every Door Direct Mail" printed and translated fact sheets.

To answer Councilman Bain's question, Professional Services Supervisor Tammy Romero commented that the reduction from the twelve to four fact sheets would not make it harder but there would not be as much transparency as far as letting residents know what is going on within the City.

Mayor Garcia asked how many fact sheets were produced in the previous budget and Ms. Romero replied that there were three fact sheets.

Mayor Garcia asked how the fact sheets are circulated and Ms. Romero responded that she is proposing to eliminate four fact sheets that would be delivered by "Every Door Direct Mail" delivery. She also proposed in the budget that four fact sheets be printed as a quarter-page insertion in the Gazette with English and Spanish translation and four possibly posted on the website.

Mayor Garcia commented that he would say no to this recommendation because the "Every Door Direct Mail" delivery is the method that gets the greatest attention.

To answer Mayor Garcia's question, Ms. Romero said that for the three fact sheets that were made for the last budget, one was delivered by "Every Door Direct Mail", one was printed in English and in Spanish in the Gazette, and the other was on the website.

Ms. Romero said that the Spanish translation is the only cost for the fact sheet to go on the website.

Councilman Lob stated that if something is going to be eliminated, he would eliminate having the fact sheet in the Gazette.

Mayor Garcia commented that the City is going to educate the public about what is happening with the pool and the golf course. He believes that Council needs to be more proactive with using what has been budgeted.

Councilman Bain stated that it is difficult to cut costs from the department's standpoint and from Council's standpoint, but it does help in the end.

Ms. Romero clarified that the facts sheets that are printed in the Gazette with translation is a total of \$2,200.

Mayor Garcia would like to know the breakdown of the costs for each of the methods of dispersing the fact sheets.

Ms. Romero said that it costs \$2,140 to mail out the fact sheets by "Every Door Direct Mail" delivery. To print the fact sheet into the Gazette it costs \$550. The only fee for placing the fact sheet on the website is for translation costs.

Mayor Garcia stated that the direct mail is more impactful than putting the fact sheets into the Gazette or on the City website. It would cost \$2,390 to put out one fact sheet through the mail, on the website and printed in the Gazette.

Mayor Garcia said that 10 fact sheets can be done and circulated all three ways for less money than what is currently being spent.

Ms. Romero advised Council that in that cost, Council is considering \$15,000 for the quarterly eight page newsletters.

Discussion ensued regarding how the fact sheets have been distributed.

Mayor Garcia stated that he would like to see that the fact sheets be done with all three methods of disbursement.

Ms. Romero commented that it could be reduced by doing only four fact sheets a year and could be disbursed by "Every Door Direct Mail" delivery, printed in the Gazette, and on the website.

Mayor Garcia said that it would be a reduction of \$1,200. What is being eliminated in essence is the printing of two fact sheets.



Ms. Romero proposed eliminating the fact sheet completely from being printed in the Gazette which will be a reduction of \$2,200.

By consensus, Council agreed to a reduction of \$1,200 in the Professional Services budget.

Assistant City Manager/Finance Director Alonso explained that in the Finance Department, he suggested reducing \$40,000 that is set aside for PBA negotiations and legal work for next year.

Councilman Bain stated that he does not want to consider reducing anything in this budget and Councilman Lob agreed.

Mr. Alonso commented that the next budget for discussion is the Information Technology (I.T.) Department.

Mayor Garcia asked if Council wanted to consider any of the suggestions.

To answer Councilman Bain's question, I.T. Director Jorge Fonseca stated that the starting salary for the Assistant I. T. Director position is \$46,000.

Councilman Bain believes that the salary can be reduced.

Mr. Alonso commented that many cities are looking to fill the same position and there is a lot of competition to hire good people. Mr. Fonseca's only worry is the level of experience that the City will get with the salary amount.

To answer Councilman Bain's question, Mr. Fonseca explained that the starting range for this position in other cities is higher.

Councilman Bain proposed that the salary be reduced by \$5,000.

Mayor Garcia stated that Mr. Fonseca needs to advise Council if he feels that he needs the \$5,000 to find the right person for the job.

Mr. Fonseca said that the reduction of \$5,000 would actually bring the salary down to \$49,000. The starting salary range for the position is \$46,000 but the pay was \$54,000.

Mr. Fonseca clarified for Councilman Bain that the low salary range would be \$46,000 and the high salary range would be \$68,000. The current pay was \$54,000 and reducing it by \$5,000 would bring it down to \$49,000 which is still within the range.

Councilman Lob asked Mr. Fonseca how many years of experience he is asking for and Mr. Fonseca replied that he is asking for a minimum of five years' experience.

City Manager Gorland commented that this position is very important and highly technical.

Mr. Alonso clarified for Mayor Garcia that the position is currently budgeted at \$54,000.

Discussion ensued regarding the reduction of the salary for the position.

Councilman Petralanda asked Mr. Fonseca if he could find a qualified person with a \$50,000 salary and Mr. Fonseca replied in agreement.

To answer Councilman Bain's question, Mr. Fonseca stated that the person who previously held the position was qualified and good at his job. His starting salary was \$50,000.

Mayor Garcia asked when the previous employee began working for the City and Mr. Fonseca said that he believes that the previous employee began at the end of 2009.

Mayor Garcia explained that he would consider this item and do some research before a final decision is made for the budget. The person who fills the position has to have a lot of experience and most likely will not be a person who is fresh out of college. If Mr. Fonseca can find someone that he feels confident in and can give them a salary that is within the lower range then he can do so. He does not feel comfortable forcing Mr. Fonseca to use a salary of \$49,000 or less.

Mr. Alonso stated that the Planning Department is Attachment G and Planning and Zoning Director James Holland only needed to come up with approximately \$3,940 in reductions. Mr. Holland prepared a worksheet for Council that explains the line item that he is proposing to reduce and the impact that it would have on his operations.

Mr. Holland commented that the largest proposal is \$2,000 for the GIS system that can be deferred for one year. The \$2,000 is a one-time charge for daily updates. Updates can still be done manually and the primary need for the updates is for the Property Appraiser's information.

Councilman Lob said that he was in favor of the \$2,000.

Mr. Holland explained that the information that is received from the Property Appraiser's office is the parcel layer which is the basis of everything.

To answer Mayor Garcia's question, Mr. Holland said that he could still function with a \$2,000 reduction. He asked that it be considered as a deferral and not a cancellation.

Mr. Holland stated that there is \$200 in the budget for FEDEX and UPS deliveries and he feels that it can be reduced by \$100.

**There was consensus to reduce \$2,100 from the Planning Department budget.**

*(Mayor Garcia called for a five minute recess)*

Assistant City Manager/Finance Director Alonso said that the Police Department budget is discussed in Attachment H and Chief of Police Peter G. Baan prepared a memo describing what he would need to do in order to come up with approximately \$180,000 in reductions for his department.

Councilman Bain commented that in the last two years, only \$56,000 and \$71,000 have been spent in overtime and there has been an increase in the amount in the proposed budget. He would like to see that amount reduced.

Chief of Police Baan explained that he is not recommending that the two entry level Police Officers be reduced. He was asked to reduce his budget by 3% and since 88% of his budget is personnel, the only way he can come up with the 3% is through personnel reduction. In earlier discussions the elimination of a Lieutenant position was mentioned and these figures are based on not reducing that position because he absolutely feels that the position is necessary.

Chief of Police Baan said that reducing the manpower at a patrol level would have a much less dramatic impact. The fuel reduction is a projection based on the fact that there are more hybrid cars in the fleet.

Councilman Bain asked how overtime works for Police Officers and Chief of Police Baan responded that there is a minimum manpower clause in the contract that says on the patrol shift that there must be one supervisor, a dispatcher and three patrol officers at the bare minimum. If any of those people call in sick then that is one of the ways overtime is created. He noted that another major source of overtime is due to court appearances.

Councilman Bain would like to propose that the overtime be reduced. He is uncertain if he wants to consider the patrol vehicles.

Councilman Lob feels that this department has done a lot in past budgets to not update the patrol vehicles and it has cost the City in the end so he is not willing to consider the patrol vehicles.

Mayor Garcia would like to leave the Police budget as it is without making any reductions.

**No changes were made to the Police Department budget.**

Mr. Alonso referred to the Building and Code Compliance Department in Attachment I. Building and Code Compliance Director Tex Ziadie has a plan on how to reduce \$1,800 but in his view, it will affect his operations.

Mayor Garcia asked if there was anything in the budget that Mr. Ziadie could do without and Mr. Ziadie replied that every item in his budget has already been reduced and to reduce it further would reduce equipment that is needed.

Mr. Ziadie commented that as of July 31<sup>st</sup>, the Department is projected to bypass their revenue budget by \$198,000. There is already approximately a \$38,000 surplus in Code Compliance. The Building Department is projected to have a \$67,000 surplus.

Mayor Garcia would like to know if possibly amending or revising the change of contractor code would affect the budget. He asked if there would be some type of penalty towards the property owner so they do not keep changing their contractors although he understands that sometimes there is a hardship.

Mr. Ziadie stated that it has been discussed with the Administration and the schedule of fees can be changed by resolution. The current percentage is 30% and it can be lowered and a scale can be created for different circumstances.

City Manager Gorland said that the information requested by Mayor Garcia will be brought back to Council.

No changes were made to the Building and Code Compliance budget.

Assistant City Manager/Finance Director Alonso commented that the Public Services Department is proposing a \$27,000 reduction in tree planting, \$25,000 for the sidewalk request, \$10,000 reduction from the contingency fund and \$15,000 for the elimination of the lighting for the Circle.

To answer Mayor Garcia's question, Public Works Director Tom Nash explained that the \$15,000 reduction is for the tin lamps that are on the interior portion of the Circle.

Councilman Bain said that the only reduction that he is willing to make is eliminating \$27,000 for the tree planting.

Mayor Garcia asked how many tree plantings would be reduced and Public Works Director Nash replied that it would be reduced to 88 trees.

Public Works Director Nash commented that not planting trees for a year would not impact the "Tree City U.S.A." status.

Councilman Bain stated that the cost of maintaining the trees should be considered. He believes that a goal should be set on what the cap is for planting trees.

Public Works Director Nash said that he is not getting a large call volume for residents requesting trees to be planted like he did in the past.

Councilman Bain suggested that the tree planting amount could be reduced to \$10,000 in case there are any special requests.

To answer Mayor Garcia's question, Public Works Director Nash said that he is caught up with the requests for tree plantings. He commented that he put out approximately 200 notices and received a dozen responses from residents stating that they did not want the trees.

To answer Mayor Garcia's question, Public Works Director Nash replied that he can afford to eliminate one year of tree planting.

To answer Councilman Petralanda's question, Public Works Director Nash said that depending on the funding for tree planting, he would work within that amount and if the funding is eliminated then there will not be any planting at all.

Mayor Garcia remembered that the City had previously done an inventory of the number of trees within the City and he asked Public Works Director Nash if he knew what the number was and Public Works Director Nash replied that there are approximately 17,500 trees.

To answer Mayor Garcia's question, Public Works Director Nash said that he is comfortable having that amount of trees within the City.

Councilman Lob asked if that total amount of trees is for trees on City property and Public Works Director Nash replied affirmatively.

City Manager Gorland asked if the \$10,000 will still keep him up to par with replacement trees to remain at 17,500 and Mayor Garcia responded that it depends on how many trees could be lost due to storms.

Public Works Director Nash commented that Public Works had previously removed twenty black olive trees a year but they could not catch up with the work load and now there are only one or two requests a year. There are approximately 15 black olive trees and 2 Australian pines that need to be removed this year.

Mayor Garcia commented that he is not willing to consider any of the other recommendations.

**Mr. Alonso clarified that the tree planting will be reduced by \$17,000.**

Councilman Bain said that the removal of the pines around Prince Field should be considered for next year's budget and he would like an estimate of what it would cost to have them removed.

Public Works Director Nash stated that it costs between \$3,500 to \$4,500 each for complete removal of the Australian pines depending on the overall size and girth of the trunk.

Councilman Bain suggested that \$27,000 for tree planting could be allocated for the removal of the pines.

Public Works Director Nash said that two pines have already been removed this year and there are eight trees that still need to be removed.

Councilman Bain asked if there were ways of receiving trees through grants and City Manager Gorland replied affirmatively.

Public Works Director Nash commented that there are probably grants available, but it depends on what is being proposed for that area around Prince Field. There have been discussions on removing the pines in order to provide parking. If trees were planted in that area, there would need to be enough space for root growth and curbing.

Councilman Bain said that in this Department's budget there is \$27,000 and the funds have never been set aside for the pines that are at Prince Field. This would give the City the opportunity to apply for grants for parking around the field. He would consider using the tree planting funds to remove the trees. Public Works Director Nash confirmed that the City is in a good position with the amount of trees.

Public Works Director Nash clarified that there are approximately three pines on Apache Street and approximately four on Chippewa Street that still need to be removed.

Mayor Garcia commented that removing the pines with those funds does not include the replacement of them and he would like to see that done.

Mayor Garcia stated that the residents on those streets will want replacement trees to be planted once the pines are removed. He suggested that the pines on Apache Street be removed and then the pines on Chippewa Street can be done the year after. He does not want trees removed that cannot be replaced.

Councilman Bain said that \$27,000 can be left in the budget for the removal of the trees. Maybe the City can approach different people about the fact that the trees that are being removed are nuisance trees and to see if there is any program within the County or State that would appropriate a tree to replace the pines that are removed. If that is possible, then this project can be completed in this budget.

Mayor Garcia commented that Public Works Director Nash has from now until the end of September. The funds will remain in the budget for now until Mr. Nash is able to come back to Council with more information.

Public Works Director Nash stated that if the City is planning on developing the area for parking, it will limit the number of replacement trees.

Councilman Bain asked that Public Works Director Nash come up with a schematic of how he believes the parking area should look and bring it back to Council for discussion.

Public Works Director Nash believes that there was a plan that was created a few years ago and he offered to look into it.

Mayor Garcia clarified that for now, the \$27,000 in question will remain in the budget.

Councilman Petralanda said that it does not make sense to spend money on removing and replacing trees when the budget is so tight.

Assistant City Manager/Finance Director Alonso commented that the Senior Services is Attachment N and the budget is already \$31,000 less than the current year and therefore has already been cut 8.2%. Elderly Services Director Karen Rosson came up with a way to reduce another 3% which is \$10,600, but as she mentioned in her memo, those cuts will certainly have an impact on her operation.

Mayor Garcia said that he is not willing to consider any of Ms. Rosson's recommendations and Council agreed.

Assistant City Manager/Finance Director Alonso stated that the Recreation Department made \$47,500 in cuts. Recreation Director Omar Luna prepared a worksheet for Council with two different scenarios and the reductions would have an impact on some of the programs.

Councilman Lob was not interested in considering any of the recommendations since everything that is done in this Department is for the residents; if cuts are made it would be taking away from the recreation programs.

Councilman Bain asked what \$4,000 for promotions for Halloween entailed and Recreation Director Luna responded that it is eliminating the whole event and there would only be a costume contest. The cost would be reduced to \$500 for ribbons and trophies.

Recreation Director Luna explained that the Easter event would also be eliminated which includes rides, face painting and snow cones and there would only be an Easter egg hunt. The football program can definitely be reduced. That program was budgeted when it was anticipated that there would be four teams and there is currently only one team.

To answer City Manager Gorland's question, Recreation Director Luna said that the program is anticipating having approximately two teams next year. He left approximately \$2,000 to cover those two teams.

Mayor Garcia commented that the number of teams fluctuate per year and that is the only reason why he would be reluctant to reduce it only \$2,000 because you cannot predict what is going to happen.

Councilman Bain agreed with Mayor Garcia's comment and suggested reducing the football program to \$4,000 which is a savings of \$3,200.

To answer Mayor Garcia's question, Mr. Luna stated that the repairs and maintenance account covers the repairs for the basketball courts and the ball fields.

Mr. Luna explained that the Florida Recreation Parks Association (FRPA) has meetings that are held in Weston and there is currently \$1,500 in the budget for the membership to this organization.

City Manager Gorland asked if Recreation Director Luna is including the elimination of his membership and Recreation Director Luna responded affirmatively.

City Manager Gorland said that he does not think it is a good idea to eliminate the FRPA meetings.

To answer Councilman Bain's question, Recreation Director Luna explained that eliminating the FRPA would create void from what is happening in the Recreation field. The amount is for four staff members to attend the meetings.

Councilman Bain asked if only two staff members could attend the meetings and Recreation Director Luna replied affirmatively, but he feels that it is important for staff to attend the meetings. He prefers that if the funds remain in the budget that it should be enough for all four staff members.

Mayor Garcia clarified that \$7,000 is for the complete elimination of the Fourth of July Parade and he is not in favor of eliminating this event.

Councilman Petralanda asked if Recreation Director Luna is doing enough advertising for the football program and Recreation Director Luna replied that the Optimist Club handles the advertising. He does not feel that the amount of teams has anything to do with advertising.

Mayor Garcia commented that the reason for the number of teams is because there have been a lot of changes that occurred in the weight division for the football program and the issues are internal.

**By consensus, Council agreed to reduce the Recreation Department budget by \$3,200.**

Assistant City Manager/Finance Director Alonso referred to the Golf Department budget in Attachment L. The proposal is to cut approximately \$57,000.

Mayor Garcia asked Golf Director Paul O'Dell if there was a recent change in the sign at the Golf Course and Golf Director O'Dell replied that he is unaware of any change.

Councilman Bain asked if all of the bunkers will be fixed with \$25,000 and Golf Director O'Dell responded that some bunkers are currently being fixed and the rest will be finished next year with the \$25,000.

To answer Councilman Bain's question, Golf Director O'Dell stated that the \$8,000 for professional services is for reports from the National Golf Foundation and the United States Golf Association that Council has received over the last couple of years.

Councilman Bain asked if the reports are necessary and City Manager Gorland replied that the reports are the independent report cards of the golf course that the City has received for many years.

Councilman Lob said that with the staff that is in place, he would rather not spend the \$8,000 for the reports.

Councilman Bain feels that \$8,000 should be put towards the golf course because it needs to get to a better playing condition and the reports could be deferred to next year.

City Manager Gorland stated they are the only professional reports on the golf course that the City receives.

Councilman Bain suggested removing \$8,000 for the reports because he is not sure that he wants someone to come to the golf course to evaluate it when it is in the process of being improved.

City Manager Gorland asked how often Golf Director O'Dell speaks with the consultant Earl Grey and Golf Director O'Dell replied that since Golf Superintendent Laurie Bland was hired, he has not spoken with him. He explained that Mr. Grey interviewed Golf Superintendent Bland over the phone before she was hired and he is a resource for the golf course from time to time.

Mayor Garcia asked how the removal of Mr. Grey's services would affect the golf course and Golf Director O'Dell responded that it would affect the golf course if Golf Superintendent Bland needed assistance and could not reach out to Mr. Grey for his help.

City Manager Gorland said that he would feel very uncomfortable if Golf Director O'Dell did not have access to Mr. Grey.

Mayor Garcia asked for City Manager Gorland and Golf Director O'Dell to make a recommendation to Council stating whether they would like to keep funds in the budget for Mr. Grey's services.

To answer Councilman Bain's question, Golf Director O'Dell stated that Mr. Grey's services are budgeted quarterly.

Councilman Bain suggested that Golf Director O'Dell consider using Mr. Grey's services twice a year.

Mayor Garcia asked if Mr. Grey is paid the full \$8,000 whether his services are used or not and City Manager Gorland responded that Mr. Grey is not paid if his services are not used.

Assistant City Manager/Finance Director Alonso stated that the Human Resources Department is shown in Attachment C. Human Resources Director/Risk Manager Loretta Boucher came up with \$5,700 in reductions. She wanted to explain to Council that travel per diem dues and education are monies that she set aside for her assistant to continue her education and she does not want to eliminate those funds. The \$1,600 for professional services goes to background checks and finger printing and it all depends on the activity for the year. He clarified that these items are reductions.



Councilman Bain said that he would like to speak with Ms. Boucher before making decisions on this budget.

No changes were made to the Human Resources budget.

Mayor Garcia commented that if Council feels the need to have another workshop meeting they could schedule one. He encourages each Council member to meet with the City Manager if they have any questions regarding the budget.

Mr. Alonso stated that the next meeting is the first public hearing in September for the budget. Between now and then, he needs to prepare the proposed budget that Council is going to consider.

Councilman Bain stated that the pool has not been discussed and he feels that Council is almost to the point where a decision can be made before the budget.

Mayor Garcia was hoping that after Council worked on the budget and they knew the dollar amount that was left over, it would be discussed with the Administration as to what the options are.

City Manager Gorland commented that there are still items that need to be discussed as outlined in Schedule 1-10. There is an issue regarding the pool and there is nothing in the budget to address this item. He is uncertain what the DERM requirements are going to cost and there is nothing in the budget for commercial redevelopment.

City Manager Gorland noted that he asked Link Construction to provide a demolition estimate for the pool. The estimated cost of \$200,000 is without marcite and with the marcite it would cost approximately \$250,000.

To answer Councilman Bain's question, City Manager Gorland said that he believes Link Construction is going to provide services that the City will pay for every year for them to inspect the pool. They are advising the City to purchase the equipment so that all they would have to do is maintain the pool. He is uncertain how many years it will be good for.

City Manager Gorland explained that DERM has directed that several things must take place which are all very reasonable. Meetings are being held to determine the cost. For commercial redevelopment, there are no funds or plans to encourage someone to come in and develop certain areas.

Mr. Alonso stated that Attachment D is the updated schedule 1-10 which has the possible cuts that can be made. Using a millage of 7.6995, there would be a surplus of \$260,000. Attachment A is based on the 7.6995 millage rate and the six items that were added or reduced during the budget meetings are listed. The first item involves the City Clerk's budget and the position of a City Clerk. The second item is the increase that Council requested of \$20,000 as a reserve for the election for the following year.

Mr. Alonso commented that the third item is the reduction of \$3,000 for the quarterly advisory board meetings. The fourth item is the position of Police Lieutenant. The fifth item is the \$10,000 reduction in the City events line item from the Council budget. The sixth item is the addition of \$276,000 to the golf budget. All of the items under that millage created a surplus of \$250,290. With the \$9,000 that was reduced tonight, the surplus would be approximately \$260,000.

Mr. Alonso noted that Attachment B is another scenario that Council requested which is based on a new City Clerk being hired on October 1<sup>st</sup>. With this scenario, the surplus would be \$180,000. Attachment C is based on the millage cap at 7.8950 and if the City were to maintain that, there would be a surplus of \$418,000. Attachment D includes the proposed cuts for Council to analyze.

Councilman Bain suggested that the funds for the City Clerk position be pulled this year and continue with what is currently in place and look at putting it in the next budget.

Mr. Alonso clarified that the \$260,000 surplus is based on the assumption that the City will not hire a City Clerk and will continue with what is currently in place. Attachment B is the \$190,000 for replacing the City Clerk.

Councilman Bain asked about the reduction in overtime for the Police Department and Mayor Garcia replied that Chief of Police Baan made a valid point when he discussed that item.

Councilman Bain asked if Mr. Alonso could provide Council with the amount in overtime for the Police Department for the last three years. If the amount adds up to \$110,000 or less, he believes it should be reduced.

Mayor Garcia would like to have the actual and the budgeted amount in overtime for the Police Department for the last five years.

Mr. Alonso clarified that the reason why overtime increased by \$45,000 this year is because of the red light camera hearings. During the budget process, there were two line items that increased to cover the police and the hearing judge, which is included in professional services and overtime. These amounts were all set by the revenues that are being generated by the administrative hearing fees. The general fund has a separate revenue line item for these fees.

**Mayor Garcia reiterated that he would still like to see what the proposed budget and the proposed actual was over the last five years for overtime that is not related to hearings.**

Councilman Petralanda asked if Police Officers had to be used for the red light camera hearings or if a security company could be used and Mayor Garcia replied that it has to be Police Officers.

Mayor Garcia commented that he had the same question as Councilman Petralanda, but would rather have a Police Officer from the City of Miami Springs than a security company.

City Manager Gorland stated that in government accounting, a profit line is not visible. The focus is on cost, but there is also a revenue component that is shown separately from the cost side. This applies to two different areas; the Building and Zoning Department and the Police Department. The Recreation Department has significant revenues.

City Manager Gorland asked about Attachment D and Mayor Garcia responded that he has the attachment and would like to spend time analyzing it and he would prefer to sit with City Manager Gorland in his office to go over these additional options.

Mr. Alonso clarified that he will base the proposed budget on what Council currently has at the moment which is the 7.6995 with a surplus of approximately \$260,000. There has to be a proposed budget when Council meets for their first public hearing on September 9<sup>th</sup>.

Mayor Garcia stated that he would prefer to go with less of a surplus and then Council can decide if they will reduce it or not.

City Manager Gorland said that it will be placed on the agenda for next Monday night's meeting.

**4. Adjournment**

There being no further business to be discussed the meeting was adjourned at 8:49 p.m.

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Zavier M. Garcia  
Mayor

**ATTEST:**

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Suzanne S. Hitaffer, CMC  
Acting City Clerk

Approved as \_\_\_\_\_ during meeting of:

Transcription assistance provided by Elora R. Sakal.

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



**DRAFT**

***CITY OF MIAMI SPRINGS, FLORIDA***

The Miami Springs Historic Preservation Board met at 7:00 p.m., on Wednesday, August 28, 2013 in the City Hall Council Chambers.

The meeting was called to order at 7:02 p.m.

**1) Call to Order/Roll Call**

The following were present:

Chair Sydney Garton  
Charles M. Hill  
Yvonne Shonberger  
Vice Chair Jo Ellen Phillips  
Maria Petralanda

Also Present:

Administrative Assistant Elora R. Sakal

**2) Approval of Minutes: June 20, 2013 Regular Meeting**

Minutes of the June 20, 2013 meeting were approved as written.

Board member Shonberger moved to approve the minutes. Board member Hill seconded the motion, which carried unanimously on voice vote.

Chair Garton stated that at the last meeting she had asked the Clerk of the Board to send the Pioneer Resident Questionnaire form to the board members so that they would be available to give to interested residents and she has not received it yet.

**3) Old Business:**

**a. Report on Contact with Miami-Dade County Historic Preservation Chief Kathleen Kauffman**

Board member Hill reported that Ms. Kauffman is very informed and it was a pleasure to meet her on July 22<sup>nd</sup>.

Board member Hill stated that at the last meeting on June 20<sup>th</sup>, Board member Shonberger had offered to contact Miami Springs Elementary School Principal Sally Hutchings. When he met with Ms. Kauffmann in July, she attempted to look up the City Code on the website to examine Code of Ordinance Section 153.20 regarding historic designation procedures. In particular she was looking for the special category of historic designation that was used for the Golf Course, but was unable to access it through the website.

Board member Hill explained that Ms. Kauffman found Miami Springs Elementary School on the website that has various photographs and she was quite impressed with the architecture, including the windows. She was not very interested in the special category designation because she was interested in preserving the windows and other features.

Mr. Hill said that Ms. Kauffman asked him who the School Board member was for Miami Springs and he informed her that it is School Board member for District 5, Susie V. Castillo. He explained that Ms. Kauffman discouraged the Board to meet with the Principal as she wanted to do some additional investigation first, and she felt that a site inspection would be appropriate, which has not yet been accomplished.

Mr. Hill stated that Ms. Kauffman also advised him around August 5<sup>th</sup> she had attended the Dade Association of School Administrators (DASA) Summer Institute and School Board member Susie Castillo was there. They discussed the idea of the designation of the school and she learned at that time that the school was planning on replacing the windows through the County general obligation bond funds. Ms. Kauffman plans to meet with Ms. Castillo in person and she found the Florida Statute that exempts school boards from local building codes. She is of the opinion that the windows are more important than the current designation and she is going to suggest the preferred option of repairing the windows.

Board member Hill advised the Board that Ms. Kauffman is sorry she could not be here tonight as she had another commitment and she also wanted to meet with School Board member Castillo first.

Board member Phillips stated that Ms. Kauffman will be bringing guests to the Curtiss Mansion that are historic preservationists in high positions in the State of Florida. There are two tentative dates and she will inform the Board when the date is set. She felt that it would be good protocol for the Historic Preservation Board members to greet them when they arrive to tour the Mansion and Miami Springs. It would also be a great opportunity to meet the local Historic Preservation Chief, as well as those from around the State.

Chair Garton commented that it would be wonderful for the Board members to attend since Miami Springs is the host city and Vice Chair Phillips reported that the date would be in the first part of October.

Board member Hill said that he invited Ms. Kauffman to attend the next board meeting on Wednesday, September 25<sup>th</sup>.

**b. Consideration of Board's Request to Designate Miami Springs Elementary School**

Board member Hill asked how the other Board members felt about the special category designation.

Chair Garton commented that checked her files and found one report is a local designation report and the other is a site designation report. She thinks another form was created for sites and she also has the report for the Golf Course.

Board member Shonberger stated that the Golf Course was designated under the new Special Designation category, not site designation.

Chair Garton referred to the different forms for local designation and site reports that were not dated. She suggested that the date should always be on the forms when they are created.

Discussion ensued regarding the designation reports and how the Golf Course was designated without restrictions under the special category in Chapter 153.

Chair Garton urged the board members to obtain a copy of Chapter 153 if they do not have one.

Board member Shonberger stated that when a site is designated without restrictions like the Golf Course it is similar to a National Designation and even though the property is not legally protected, it makes people think about protection, similar to the situation with the school windows. She would like to support Ms. Kauffman and her feelings about the windows without making it a legal restriction.

Board member Hill noted that the code section for the special category designation is 153.20 (C) and it reads as follows: *"In addition to the authority for historical designation, previously described herein, but separate and apart from such designation authority, the board may consider historical designation by utilization of a 'Special Designation Category' for any qualifying area, place, structure, landscape feature, archeological site or other improvements or physical features of individual sites, districts or archeological zones. However, any designation authorized and approved by the board for the special designation category shall be limited to the following provisions . . . . ."*

Mr. Hill added that under subparagraph 4 the code states that neither the board nor the City shall be permitted to restrict or limit the subject of designation by requiring regular or special certificates of appropriateness, certificates for demolition, reconstruction, building excavation, or for any other renovation, site modification, design revision, property usage, maintenance or repair.

Board member Shonberger stated that Ms. Kauffman is not in favor of the special category designation for the school as she is a real historian.

Board member Hill suggested that Ms. Kauffman could meet with School Board member Susie Castillo to discuss repair of the windows as opposed to replacing them.

Chair Garton asked if the Board should step back at this point and remain status quo as far as the designation pending Ms. Kauffman's meeting with School Board member Castillo.

Board member Shonberger would like to continue slowly with the designation.

Chair Garton emphasized the importance of obtaining a copy of the ordinance. She asked Board member Shonberger to review the forms that she found in her file in order to determine if one was an updated form.

Board member Shonberger replied that she did not think the form that references the site is a valid form and it might be an old form.

Chair Garton reiterated that the date should be placed on all forms in the future and the members should get an updated copy of the historic preservation ordinance in Chapter 153.

Chair Garton stated that the designation of Miami Springs Elementary School would be placed on the agenda for the next meeting.

Board member Hill offered to send an email to Kathleen Kauffman to remind her about the next Historic Preservation Board meeting on Wednesday, September 25<sup>th</sup>.

#### **c. Discussion Regarding the Protection of Historically Designated Properties**

Board member Hill recalled that this item was placed on the agenda because Ms. Shonberger was concerned about the property at 281 Glendale – "The Hunting Lodge".

Board member Shonberger clarified that the property was designated in 1994, and she noticed that some work is being done to the home.

Chair Garton referred to the list of designated properties and Board member Shonberger suggested that everyone should obtain an updated list.

Chair Garton noted that at the last meeting a concern was raised about the demolition of historic properties.

Board member Hill explained that the Hequembourg house was demolished and this should not be repeated if it can be avoided.

Board member Shonberger commented that once a house becomes an unsafe structure it "trumps" historic designation and the structure can be demolished. There must be a way to prevent the historic homes from becoming unsafe structures.

Chair Garton referred to Code Section 153-65 regarding demolition of historic properties. She requested a copy of this code section.

**d. Discussion Regarding the Locally Designated Property at 281 Glendale Drive  
- "The Hunting Lodge"**

Chair Garton asked if the property at 281 Glendale Drive is in danger of being demolished because there is being work done on it now.

Board member Shonberger stated that she hopes the structure is not in danger because it is an important part of the City's history. She would like to find out what is going on at the property.

Vice Chair Phillips suggested checking with the City's Building Department and Chair Garton offered to check the public records before the next meeting.

**4) New Business:**

**a. Curtiss Mansion Report**

Vice Chair Phillips reported that a meeting was held last week with the Regional Director for the Florida Department of Transportation (FDOT) along with State Senator Rene Garcia and Mayor Xavier Garcia. There has been a delay in getting the grant approval from FDOT that will finish the outside. In order to obtain the full certificate of occupancy they need to have the parking area, irrigation and lighting completed.

Vice Chair Phillips explained that the grant is administered through the County Metropolitan Planning Organization (MPO) and CMI was told that the total amount of funds that the County would be receiving for the enhancement grants would be \$1MM to be divided between seven entities, or \$145,000 for each. At the next presentation before the FDOT Board of Engineers, she heard someone asking for \$1MM, and she found that CMI was given misinformation because the grant totaled \$17MM, not \$1MM.

Vice Chair Phillips said that after she raised the question about the misinformation, CMI was called to go before FDOT and they came back and said that \$1MM would be funneled to CMI because of what transpired, instead of having to write another grant and go through another grant cycle. They pushed forward and were able to complete all the design plans before going through the permitting process and once everything was finished they provided FDOT with copies of everything. The next response they received, she was told that CMI would not get the full \$1MM because the words "parking lot" were not included in the grant request.

Vice Chair Phillips stated that there were meetings with the CMI Board and the Mayor to discuss whether or not they should use political strength, which happened last week. FDOT representatives were given a tour of the Mansion and they understood that Glenn Curtiss was not about just aviation because his inventions started with bicycles and motorcycles. Glenn Curtiss also gave land throughout the County for railways and thoroughfares.



Vice Chair Phillips informed the Board that CMI is applying for National Landmark designation for the Curtiss Mansion since it is the only surviving residence of Glenn Curtiss. They were told that the process would take 3-5 months to go from Tallahassee to Washington for approval and they denied the request because they did not feel there was enough of the building remaining after the fires. Antoline Carbonell, who is an architect, determined that the precedent has been set by Franklin D. Roosevelt's house in New York that was totally torn down and rebuilt and still has a landmark designation. They found that there is enough of the mansion remaining to meet the guidelines after measuring again.

Vice Chair Phillips said that the lecture series and events at the Mansion were stopped because of the installation of the new paving that they thought would begin on July 1<sup>st</sup> and it has not started yet pending a response from FDOT.

Vice Chair Phillips reported that they are moving the entrance roadway away from the pond in order to create an area to hold concerts by the water and in front there are plans for a fountain with parking by the jogging path. There will also be a K-9 training course for the Police Department.

Chair Garton asked if a request for proposal (RFP) had gone out for the work and Vice Chair Phillips responded that they are waiting to find out about the funding. The specifications are ready.

Vice Chair Phillips explained there are plans for a concert series and other events and a grant was received in conjunction with the Florida Humanities Council along with the Pelican Playhouse who will host the "Dreamers and Schemers" that are character actors who will play Henry Flagler, Marjory Stoneman Douglas and Napoleon Bonaparte in November at the Theatre.

Vice Chair Phillips added that the Miami Springs Historical Society meetings will be held at the Mansion beginning in September.

#### **b. Reports from Board Members**

Board member Shonberger reported that the Miami Springs Historical Society Kick-off party will be held at her home on Sunday, September 8<sup>th</sup> at 7:30 p.m.

Chair Garton mentioned that the Historical Society will be holding a dinner at Johnny's on Sunday, September 22<sup>nd</sup> and tickets will be available at the kick-off party. The next Historical Society meeting will be held on Thursday, October 3<sup>rd</sup> at the Curtiss Mansion and the guest speaker's presentation will be on Florida's 500<sup>th</sup> birthday.

Vice Chair Phillips mentioned that Antoline Carbonell is the Vice President of the CMI Board who put together the history of the guayabera shirts and won national awards. He was formerly an employee of Miami-Dade County Aviation Department. He is also CMI's historian and researcher; he was also the guest curator for History Miami's 100 Years of Aviation in Miami.

**c. Information/Reports from Board Liaison from City Council**

None.

**d. Preparation of the Agenda for the Next Board Meeting**

Chair Garton said the next agenda under would include a report from Historic Preservation Chief Kathleen Kauffman, the designation of Miami Springs Elementary School and a report on the findings for 281 Glendale Drive.

Vice Chair Phillips mentioned that the Azure Way Apartments is another interesting topic.

Chair Garton informed the Board that she met the owner of the Azure Way Apartments and she gave him a copy of the designation report for the property. She said that he is very interested in the history of the property and perhaps he could attend a meeting to give an update on the progress of the renovation work.

Chair Garton added that she would like to include a Curtiss Mansion report on every agenda. She commented that she hopes that Council Liaison Michael Windrem is able to attend the next meeting.

Chair Garton asked the board members if they would like to begin working on another designation based on the priority list or if they wanted to wait until after Miami Springs Elementary School.

Board member Shonberger said that she would like to concentrate on the history of Miami Springs Elementary School before moving on to the next designation. She requested a new historic site list based on priority so that the board members could go over them.

Vice Chair Phillips apologized for not being able to attend past meetings due to a conflict with the CMI Board meetings.

**5) Adjourn**

There was no further business to discuss and the meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Suzanne Hitaffer  
Clerk of the Board

Approved as written at meeting of:

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



**DRAFT**

***City of Miami Springs, Florida***

The Recreation Commission met in Regular Session at 7:00 p.m., on Tuesday, September 10, 2013 in the Council Chambers at City Hall.

**1) Call to Order/Roll Call**

The meeting was called to order at: 7:05 p.m.

The following were present:

Chair Clark Rinehart  
Dr. Stephanie Kondy  
Jorge Santin  
Alex Anthony

Absent:

Miguel Becerra

Also present:

Acting City Clerk Suzanne Hitaffer

**2) Approval of Minutes**

Minutes of August 13, 2013 meeting were approved as written.

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

**3) Old Business: None.**

**4) New Business:**

**a) Wall of Fame Discussion and Nomination**

Board member Santin commented that the nomination of Douglas Orr is a good choice. He has been a major contributor and supporter towards Recreation.

Board member Kondy stated that it is a good start for the program. Mr. Orr has good credentials and she is happy with the nomination.

Board member Santin made a motion to nominate Douglas Orr as the first candidate to be inducted into the Wall of Fame. Board member Anthony seconded the motion which was carried unanimously on voice vote.

(The nomination form for Douglas Orr is attached for the record).

b) Maintenance on Recreational Fields

Board member Kondy asked how the flooding on Prince Field is and Recreation Director Omar Luna replied that he is hoping to still get the grass.

Recreation Director Luna commented that the fields have gotten a lot better. There are some issues at Stafford Park with mole crickets that infected the field. Once mole crickets spread, the park is basically done. You have to catch it before they affect the roots of the grass. Maintenance is being provided to that field to get the grass growing back as quickly as possible.

Recreation Director Luna said that some areas are growing faster than other areas so at the end of the week the field will be fertilized again, verticut and seeding will be added to some of the slower growing areas. With the maintenance total plan there should be a contractor in place by October 1<sup>st</sup> and that contractor will take over the day-to-day operations of the maintenance of the athletic fields.

Recreation Director Luna stated that the common areas such as the around the playgrounds and parking areas will continue to be cut by Raydel Landscaping who has a contract with the City. The Department has been working with a contractor who was hired two months ago and they are charging on an as needed basis for equipment, herbicide and pesticide applications. The Stafford field is still playable; the grass just needs some maintenance.

To answer Board member Kondy's question, Recreation Director Luna explained that beginning October 1<sup>st</sup>, the fields will be cut a minimum of once a week. Fertilization will be provided three to four times a year and herbicide applications will be done approximately six times in a year.

To answer Board member Santin's question, Recreation Director Luna said that \$98,000 is budgeted for the parks through the golf course.

Recreation Director Luna explained that the reason those funds are in the golf course budget because they have the contract with the current contractor to provide the maintenance of the fields. Nobody is allowed to approve anything in the system unless he is the one who approves it.

To answer Board member Kondy's question, Recreation Director Luna responded that the company that is going to be hired will only focus on the maintenance of the athletic fields.

Board member Santin commented that there had been some neglect to the fields in between the changing of the former Golf Superintendent. He feels that \$98,000 is not enough.

Recreation Director Luna said that the issue at Stafford Park could not have been identified by anyone. He does not blame the prior staff from the golf course.

Board member Santin understands that the budget is very tight but the City and Council always find a way. If the Department needs more than the \$98,000, he needs to fight for support through the Councilman who appointed him.

Recreation Director Luna clarified that Council was willing to give the difference if the quotes he received were more than \$98,000.

Board member Kondy asked where the mole crickets could have come from and Recreation Director Luna replied that he does not know.

Recreation Director Luna commented that the issue of the mole crickets has happened at the Virginia Gardens field and at Prince Field.

To answer Board member Santin's question, Recreation Director Luna said that the fields are sprayed.

#### c) Report on Summer Programs

Recreation Director Luna commented that the summer camp went very well this year. There were 182 kids registered in the program and the average attendance was approximately 145 on a week to week basis. There were some challenges with the staff only being able to work 29 hours a week due to the resolution that was passed for Obama Care. It was difficult to program special events or field trips that would take the whole day because he was not able to split the staff.

To answer Board member Santin's question, Recreation Director Luna stated that the program consists of different activities such as field day and water day. There is also an art and dance component and at the end of the summer a dance talent show is held.

Recreation Director Luna said that he is hoping to implement a new "Get Fit" program next summer. There is a disconnect in the community for kids between the ages of thirteen and seventeen. Different activities will include bike riding and canoeing.

#### 5) Other Business:

By consensus, the Board agreed to place the nomination of a Vice Chair on the next agenda.

Chair Rinehart recognized those persons in the audience and asked if they would like to comment.

Steven Miro stated that the pool is a big issue. He has been listening to the discussions for two and a half years and sees that nothing is being done about it.

Mike McDonald of 15 Michael Lane, Windsor Connecticut, said that he is a member of the Town Council in Windsor and he is here to listen to the meeting. There is no Recreation Committee in Windsor so he wanted to see how the meetings were held in Miami Springs.

To answer Board member Kondy's question, Acting City Clerk Suzanne Hitaffer explained that the quarterly meetings will begin October 1<sup>st</sup>. The next board meeting is scheduled for Tuesday, October 8<sup>th</sup>.

6) **Adjournment**

There was no further business to be discussed and the meeting was adjourned at 7:28 p.m.

Respectfully Submitted,

Elora Sakal  
Board Secretary

Approved as \_\_\_\_\_ during meeting of: \_\_\_\_\_

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

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

7-2-2013



## RECREATION WALL OF FAME NOMINATION FORM

Please review the criteria before submitting the nomination application. Please complete all information requested. Applications that are incomplete or do not meet the criteria will be rejected. Use additional paper as necessary.

Nominating Party (Person submitting the Application)

Name: BILLY BAIN

Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Candidate (Person being nominated)

Name: DOUGLAS ORR

Address: 261 Buchanan St., Glade Valley, NC 28627

\_\_\_\_\_

Home Phone: 336-363-6187 Mobile Phone: \_\_\_\_\_

Email: YODOP@aol.com

Reason(s) for Nomination:

Recognize Doug's years of dedication to coaching, volunteering his  
time on the Rec Board, sponsorships and donations to park facilities.

\_\_\_\_\_

\_\_\_\_\_

**Candidate Achievements and/or Contributions:**

1. Coaching - football 1973-1980, baseball 1977-1983, boys soccer 1978-1980

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2. Played on the first Miami Springs football team in 1957.

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3. Instrumental in securing Peavy Field from Miami Dade Water and Sewer,  
East Drive from Dade County School Board, and Miami Spring Golf Course  
from City of Miami.

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4. Member of the Miami Springs Rec Commission from 1978-1999 serving as  
Chairman from 1980-1999.

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5. Member of the Miami Springs Optimist Club from 1972-2005. Served many  
years as VP in charge of athletics.

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Contact (Names and Phone numbers of people who can provide information about the  
Candidate)

Yvonne Orr - 336-363-6187

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**Please complete and return to the City Clerk's Office:**

201 Westward Drive  
Miami Springs FL, 33166  
305-805-5006





## *Golf and Country Club Advisory Board*

### *Cancellation Notice*

The Golf and Country Club Advisory Board meeting scheduled for Wednesday, September 11, 2013 has been canceled since there are no agenda items for consideration.

A handwritten signature in black ink, appearing to read "Elora Sakal", is written over a horizontal line.

Elora R. Sakal  
Board Secretary

cc: City Council  
City Manager  
Assistant City Manager/Finance Director  
City Attorney  
Acting City Clerk  
Golf and Country Club Advisory Board Members  
Golf Director, Paul O'Dell  
Golf Superintendent, Laurie Bland  
Post



*City of Miami Springs, Florida*

CANCELLATION NOTICE

The Revitalization and Redevelopment Ad-Hoc Committee Meeting of Monday, September 16, 2013 is canceled since there are no agenda items to discuss.

A handwritten signature in black ink, appearing to read "Elora Sakal", is written over a horizontal line.

Elora R. Sakal  
Administrative Assistant II

cc: Mayor and Council  
City Manager  
Assistant City Manager/Finance Director  
City Attorney  
City Clerk  
Revitalization and Redevelopment Board Members  
Post



*City of Miami Springs, Florida*

*Board of Parks and Parkways*

CANCELLATION NOTICE

The Board of Parks and Parkways Regular Meeting of Wednesday, September 18, 2013 has been canceled since there are no agenda items for consideration.

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Elora R. Sakal  
Board Secretary

cc: City Council  
City Manager  
Assistant City Manager/Finance Director  
City Attorney  
Acting City Clerk  
Board of Parks and Parkways Members  
Public Works Director  
Post



## *Ecology Board*

### *Cancellation Notice*


The Ecology Board Meeting of Tuesday, September 24, 2013 has been canceled since there are no agenda items for consideration.

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Elora R. Sakal  
Board Secretary

cc: Mayor and Council  
City Manager  
Assistant City Manager/Finance Director  
City Attorney  
Ecology Board Members  
Public Works Director  
Post

RESOLUTION NO. 2013-3586

9-23-2013 

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR GENERAL OPERATIONS FOR THE CITY OF MIAMI SPRINGS FOR THE FISCAL YEAR 2013-2014; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the City Council of the City of Miami Springs, Florida held the first of two public hearings on September 9, 2013 as required by Florida Statutes 200.065 to discuss the proposed operating ad valorem levy; and,

WHEREAS, the City Council of the City of Miami Springs, Florida held the first of two public hearings on September 9, 2013 as required by Florida Statutes 200.065 to discuss the proposed operating budgets of the City of Miami Springs for the Fiscal Year beginning October 1, 2013 and ending September 30, 2014; and,

WHEREAS, the City Council of the City of Miami Springs, Florida, is considering the passage of two resolutions following the second required public hearing adopting the proposed operating ad valorem tax rate, concurrent with the proposed operating budgets; and,

WHEREAS, the value of real property not exempt from taxation within the City of Miami Springs, Florida has been certified by the Miami-Dade County property appraiser and reflects a current year adjusted taxable value of \$910,262,509; and,

WHEREAS, the second public hearing was duly noticed, advertised and held on September 23, 2013.

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

**Section 1:** That the Fiscal Year 2013-2014 OPERATING millage rate for the City of Miami Springs, Florida is 7.6995 mills, representing a 17.31% increase from the rolled back rate of 6.5633 mills.

**Section 2:** That this resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida, this 23<sup>rd</sup> day of September, 2013.

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

Vice Mayor Windrem	" _____ "
Councilman Bain	" _____ "
Councilman Lob	" _____ "
Councilman Petralanda	" _____ "
Mayor Garcia	" _____ "

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

**ATTEST:**

\_\_\_\_\_  
Suzanne Hitaffer, CMC  
Acting City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

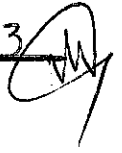


Jan K. Seiden, Esquire  
City Attorney

Resolution No. 2013-3586

RESOLUTION NO. 2013-3587

9-23-2013



A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS, FLORIDA ADOPTING THE FINAL GENERAL FUND, SPECIAL REVENUE FUNDS, DEBT SERVICE FUND, AND ENTERPRISE FUND BUDGETS FOR THE FISCAL YEAR 2013-2014; AUTHORIZING THE CITY MANAGER TO PROCEED WITH IMPLEMENTATION OF SERVICE PROGRAMS AND PROJECTS; PROHIBITING UNAUTHORIZED LIABILITIES AND EXPENDITURES OF FUNDS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Miami Springs, Florida held the first of two public hearings on Monday, September 9, 2013 as required by Florida Statutes 200.065 to discuss the proposed operating budgets of the City of Miami Springs for the Fiscal Year 2013-2014 beginning October 1, 2013 and ending September 30, 2014; and,

WHEREAS, the first public hearing was duly noticed and advertised; and,

WHEREAS, at the first public hearing the City Council of the City of Miami Springs, Florida set forth the proposed expenditures, appropriations, and revenue estimates for the Fiscal Year 2013-2014 operating budgets for all funds totaling \$19,836,715; and,

WHEREAS, the second public hearing was duly noticed, advertised and held on September 23, 2013; and,

WHEREAS, the Administration has confirmed the revenue projections as presented at the first public hearing in the amount of \$19,836,715;

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

**Section 1:** That the following final operating budgets for the general fund, special revenue funds, debt service fund, and enterprise fund are hereby adopted for the Fiscal Year 2013-2014 beginning October 1, 2013 and ending September 30, 2014:

<u>Funds</u>	<u>Revenues &amp; Reserves</u>	<u>Expense Appropriations and Reserves</u>
General Fund:	\$15,270,012	\$15,270,012
Special Revenue Funds:	1,225,659	1,225,659
Enterprise Fund:	2,771,566	2,771,566
Debt Service Fund:	569,478	569,478
<b>TOTALS</b>	<b><u>\$19,836,715</u></b>	<b><u>\$19,836,715</u></b>

**Section 2:** That the City Manager is hereby authorized to proceed with implementation of the service programs and projects provided for in the budget, consistent with the City Code and policies established by the City Council.

**Section 3:** That no liabilities shall be incurred or monies expended by any officer or employee of the City except in accordance with provisions of the budget or duly adopted amendments thereto.

**Section 4:** That this resolution shall take effect immediately upon adoption for the fiscal year which will begin on October 1, 2013 through September 30, 2014.

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PASSED AND ADOPTED by the City Council of the City of Miami Springs, Florida, this 23<sup>rd</sup> day of September, 2013.

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

Vice Mayor Windrem	" _____ "
Councilman Bain	" _____ "
Councilman Lob	" _____ "
Councilman Petralanda	" _____ "
Mayor Garcia	" _____ "

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

ATTEST:

\_\_\_\_\_  
Suzanne Hitaffer, CMC  
Acting City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



Jan K. Seiden, Esquire  
City Attorney

RESOLUTION NO. 2013-3595

9-23-2013



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS APPROVING AND ADOPTING THE CITY EMPLOYEE "PAY PLAN" FOR FISCAL YEAR 2013-2014; 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 Council of the City of Miami Springs is desirous of approving the City Employee "Pay Plan" for Fiscal Year 2013-2014 in accordance with the recommendations of the City Manager:

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

**Section 1:** That the revised City Employee "Pay Plan", attached hereto as Exhibit "A", is hereby approved and adopted for the Fiscal Year of 2013-2014.

**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.

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**PASSED AND ADOPTED** by the City Council of the City of Miami Springs, Florida, this 26<sup>th</sup> day of August, 2013.

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

Vice Mayor Windrem	“ _____ ”
Councilman Bain	“ _____ ”
Councilman Lob	“ _____ ”
Councilman Petralanda	“ _____ ”
Mayor Garcia	“ _____ ”

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

**ATTEST:**

\_\_\_\_\_  
Suzanne S. Hitaffer, CMC  
Acting City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**



Jan K. Seiden, Esquire  
City Attorney

**POSITION CLASSIFICATION AND PAY PLAN** **EXHIBIT A**  
**FISCAL YEAR 2012-13**  
**CIVIL SERVICE/NON CIVIL SERVICE EMPLOYEES**

POSITION	PAY GRADE	FY2012-13 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
RECREATION LEADER	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
RECREATION SPECIALIST II	22	31,909	47,318
ASSISTANT CITY CLERK	22	31,909	47,318
ADMINISTRATIVE ASSISTANT III	24	33,527	49,715
PARKS MAINTENANCE FOREMAN	24	33,527	49,715
POLICE ADMINISTRATIVE SPECIALIST II	24	33,527	49,715
SANITATION FOREMAN	24	33,527	49,715
OPERATIONS SUPERVISOR	26	35,218	52,234
CODE COMPLIANCE OFFICER	26	35,218	52,234
POLICE COMMUNICATIONS SUPERVISOR	26	35,218	52,234
AQUATICS DIVISION SUPERVISOR	28	37,007	54,875
SPORTS DIVISION SUPERVISOR	28	37,007	54,875
PROGRAMS DIVISION SUPERVISOR	29	37,604	55,300
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
* PRO SHOP AND OUTSIDE SERVICES MANAGER	29	37,604	55,300
POLICE SENIOR ADMINISTRATIVE SPECIALIST	29	37,604	55,300
HUMAN RESOURCES SPECIALIST II	31	41,304	60,830
* 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
PROFESSIONAL SERVICES SUPERVISOR	37	46,212	68,534
OPERATIONS SUPERINTENDENT	37	46,212	68,534
* ELDERLY SERVICES DIRECTOR	40	49,767	73,805
* ASSISTANT PUBLIC WORKS DIRECTOR	40	49,767	73,805
* ACCOUNTING SYSTEMS/FINANCE ANALYST	41	50,762	77,495
* CITY PLANNER	44	54,930	81,466
* POLICE LIEUTENANT	44P	61,440	89,324
* HUMAN RESOURCES DIRECTOR/RISK MANAGER	45	56,305	83,501
* COMPTROLLER	46	63,316	92,063
* INFORMATION TECHNOLOGY DIRECTOR	46	63,316	92,063
* POLICE CAPTAIN	46P	64,546	93,851
* GOLF & COUNTRY CLUB DIRECTOR	49	71,850	95,799
* BUILDING AND CODE COMPLIANCE DIRECTOR	49	71,850	95,799
* RECREATION DIRECTOR	49	71,850	95,799
* PUBLIC WORKS DIRECTOR	49	71,850	95,799
* CITY CLERK	49	71,850	95,799
* BUILDING OFFICIAL	50	74,817	112,227
* FINANCE DIRECTOR	50	74,817	112,227
* CHIEF OF POLICE	50P	76,270	114,406
* ASSISTANT CITY MANAGER-FINANCIAL SERVICES	50M	84,125	125,489
* NON CIVIL SERVICE			

POSITION CLASSIFICATION AND PAY PLAN  
 FISCAL YEAR 2012-13  
 CIVIL SERVICE/NON CIVIL SERVICE EMPLOYEES

EXHIBIT B

POSITION	PAY GRADE	FY2012-13		
		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	
RECREATION LEADER	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	
RECREATION SPECIALIST II	22	31,909	47,318	
ASSISTANT CITY CLERK	22	31,909	47,318	NEW POSITION AND PG
ADMINISTRATIVE ASSISTANT III	24	33,527	49,715	
PARKS MAINTENANCE FOREMAN	24	33,527	49,715	
POLICE ADMINISTRATIVE SPECIALIST II	24	33,527	49,715	
SANITATION FOREMAN	24	33,527	49,715	NEW POSITION AND PG
OPERATIONS SUPERVISOR	24	33,527	49,715	Delete
CODE COMPLIANCE OFFICER	25	34,364	50,960	Delete
OPERATIONS SUPERVISOR	26	35,218	52,234	ADD-NEW PG
CODE COMPLIANCE OFFICER	26	35,218	52,234	ADD-NEW PG
POLICE COMMUNICATIONS SUPERVISOR	26	35,218	52,234	
AQUATICS DIVISION SUPERVISOR	28	37,007	54,875	
SPORTS DIVISION SUPERVISOR	28	37,007	54,875	Delete
PROGRAMS DIVISION SUPERVISOR	28	37,007	54,875	Delete
PROGRAMS DIVISION SUPERVISOR	29	37,604	55,300	ADD-NEW PG
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	
* PRO SHOP AND OUTSIDE SERVICES MANAGER	29	37,604	55,300	NEW POSITION AND PG
POLICE SENIOR ADMINISTRATIVE SPECIALIST	29	37,604	55,300	NEW POSITION AND PG
HUMAN RESOURCES SPECIALIST II	31	41,304	60,830	NEW POSITION AND PG
* 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	
PROFESSIONAL SERVICES SUPERVISOR	37	46,212	68,534	
OPERATIONS SUPERINTENDENT	37	46,212	68,534	
* ELDERLY SERVICES DIRECTOR	40	49,767	73,805	
* ASSISTANT PUBLIC WORKS DIRECTOR	40	49,767	73,805	
* INFORMATION TECHNOLOGY/ACCOUNTING SYSTEMS ANALYST	40	49,767	73,805	Delete
* ACCOUNTING SYSTEMS/FINANCE ANALYST	41	50,762	77,495	NEW POSITION AND PG
* CITY PLANNER	44	54,930	81,466	
* POLICE LIEUTENANT	44P	61,440	89,324	
* HUMAN RESOURCES DIRECTOR/RISK MANAGER	45	56,305	83,501	
* COMPTROLLER	46	63,316	92,063	
* INFORMATION TECHNOLOGY DIRECTOR	46	63,316	92,063	
* POLICE CAPTAIN	46P	64,546	93,851	
* GOLF & COUNTRY CLUB DIRECTOR	49	71,850	95,799	
* BUILDING AND CODE COMPLIANCE DIRECTOR	49	71,850	95,799	
* RECREATION DIRECTOR	49	71,850	95,799	
* PUBLIC WORKS DIRECTOR	49	71,850	95,799	
* CITY CLERK	49C	71,850	99,044	Delete
* CITY CLERK	49	71,850	95,799	ADD-NEW PG
* BUILDING OFFICIAL	50	74,817	112,227	
* FINANCE DIRECTOR	50	74,817	112,227	
* CHIEF OF POLICE	50P	76,270	114,406	
* ASSISTANT CITY MANAGER-FINANCIAL SERVICES	50M	84,125	125,489	
* NON CIVIL SERVICE				

# MIAMI DAILY BUSINESS REVIEW

Published Daily except Saturday, Sunday and  
Legal Holidays  
Miami, Miami-Dade County, Florida

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared MARIA MESA, who on oath says that he or she is the LEGAL CLERK, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, a daily (except Saturday, Sunday and Legal Holidays) newspaper, published at Miami in Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

CITY OF MIAMI SPRINGS - PUBLIC HEARING 9/23/2013  
ORDINANCE NO. 1057-2013

in the XXXX Court,  
was published in said newspaper in the issues of

09/12/2013

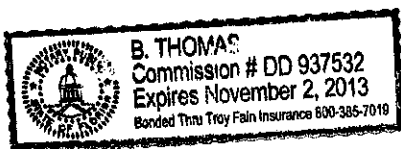
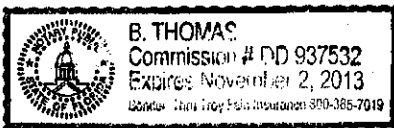
Affiant further says that the said Miami Daily Business Review is a newspaper published at Miami in said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Miami-Dade County, Florida, each day (except Saturday, Sunday and Legal Holidays) and has been entered as second class mail matter at the post office in Miami in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this

12 day of SEPTEMBER A.D. 2013

(SEAL)

MARIA MESA personally known to me



## PUBLIC HEARING

The Miami Springs City Council will conduct a public hearing at their regular meeting on Monday, September 23, 2013, at 7:00 p.m. in the Council Chambers at City Hall, 201 Westward Drive, Miami Springs, Florida regarding the following proposed ordinance:

**ORDINANCE NO. 1057-2013 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 32-01, UNIFORM ADMINISTRATIVE RULES, REGULATIONS, AND PROCEDURES FOR BOARDS, AGENCIES, COMMISSIONS, AND COMMITTEES OF THE CITY; BY AUTHORIZING QUARTERLY, RATHER THAN MONTHLY, REGULAR MEETINGS FOR CITY ADVISORY BOARDS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT;**

Anyone wishing to offer verbal or written comment regarding the proposed ordinance may do so at the public hearing. A copy of the proposed ordinance is posted for public review on the bulletin board located next to the elevator on the first floor at City Hall.

Suzanne Hitafter, CMC, Acting City Clerk

If any person decides to appeal any decision of this Board with respect to any matter considered, s/he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made (F. S. §286.0105).

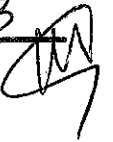
In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the City Clerk, 201 Westward Drive, Miami Springs, Florida 33166. Telephone: 305.805.5006, no later than seven days prior to the proceeding.

9/12

13-3-198/2150036M

# 83/16

9-23-2013



ORDINANCE NO. 1057-2013

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS AMENDING CODE OF ORDINANCE SECTION 32-01, UNIFORM ADMINISTRATIVE RULES, REGULATIONS, AND PROCEDURES FOR BOARDS, AGENCIES, COMMISSIONS, AND COMMITTEES OF THE CITY; BY AUTHORIZING QUARTERLY, RATHER THAN MONTHLY, REGULAR MEETINGS FOR CITY ADVISORY BOARDS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE

WHEREAS, all local governments have experienced extreme financial pressures over the last few years; and,

WHEREAS, the City Council and the City Administration have discussed various cost savings measures during recent budget workshops; and,

WHEREAS, one of the suggested methods of costs savings was to reduce the number of regular City Advisory Board meetings by authorizing quarterly rather than monthly regular meetings; and,

WHEREAS, in order for this new policy to become effective, the reference in Code Section to 32.01 to conducting regular meetings "each month" needs to be amended; and,

WHEREAS, the City Council has determined that the proposed Code amendment is in the best interests of the City and its citizens:

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

Section 1: That Code of Ordinance Section 32-01, Uniform Administrative Rules, Regulations, and Procedures for Boards, Agencies, Commissions, and Committees of the City is hereby amended as follows:

Sec. 32-01. Uniform administrative rules, regulations, and procedures for boards, agencies, commissions, and committees of the City.

- (A) . . . . .
- (B) . . . . .
- (C) . . . . .
- (D) . . . . .

(E) Meetings of boards.

- (1) Regular meetings. Regular meetings of any board, except where otherwise provided in this Code, shall begin at a specific time, and on a day of each ~~month~~ quarter of the year as may be designated by a majority of the members of the board and approved by the City Council as an administrative rule, regulation, or procedure.
- (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 this Ordinance shall take effect immediately upon adoption.

**(THIS SPACE INTENTIONALLY LEFT BLANK)**



PASSED AND ADOPTED by the City Council of the City of Miami Springs,  
Florida this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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 Windrem	" _____ "
Councilman Bain	" _____ "
Councilman Lob	" _____ "
Councilman Petralanda	" _____ "
Mayor Garcia	" _____ "

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

ATTEST:

\_\_\_\_\_  
Suzanne S. Hitaffer, CMC  
Acting City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



Jan K. Seiden, Esquire  
City Attorney

First reading: 09-09-2013  
Second reading: 09-23-2013


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






**CITY OF MIAMI SPRINGS**  
Golf Course Maintenance  
650 Curtiss Parkway  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5180  
Fax: (305) 805-5192

Agenda Item No.

City Council Meeting of:

9-23-2013 

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager   
**FROM:** Laurie Bland, Golf Course Superintendent /  /   
**DATE:** September 6, 2013

**RECOMMENDATION:**

Recommendation that Council waive the competitive bid process and approve an expenditure of \$37,000.00, to GREENS GRADE SERVICES INC., for labor services, pursuant to Section §31.11 (E)(6)(g) of the City Code.

**DISCUSSION:** Utilizing labor from contract extended through 9.30.2013

<b>COST:</b>	<b>Previously approved by Council FY2012</b>	<b>\$378,000.00</b>
	<b>Current approval request</b>	<b><u>\$37,000.00</u></b>
		<b>\$415,000.00</b>

**FUNDING:** Funds available under Recreation Department/Golf Course Maintenance  
001-5708-572-3400 Golf Course Maintenance

**PROFESSIONAL SERVICES APPROVAL:**  





**CITY OF MIAMI SPRINGS**  
Public Works  
345 N Royal Poinciana Blvd  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5170  
Fax: (305) 805-5195

Agenda Item No.

City Council Meeting of:

9-23-2013

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager   
**FROM:** Thomas Nash, Public Works Director   
**DATE:** September 17, 2013

**RECOMMENDATION:**

Recommendation that Council award a bid to H&R Paving, utilizing Miami Dade County RPQ # 20120159, in the amount of \$92,153.65, for roadway repairs, pursuant to Section §31.11 (E)(5) of the City Code.

**REASON:** To resurface roadway @ Hammond Dr from Westward Dr to Lafayette Dr

**COST:** \$92,153.65

**FUNDING:** CITT funds  
Citizens Independent Transportation Trust  
Account No. 135-0902-541-46-00

**DOCUMENTS:** Quote & Miami Dade County recommendation for award letter.

**PROFESSIONAL SERVICES APPROVAL:**

1955 NW 110 Ave., Miami, FL 33172  
 Telephone: (305) 261-3005  
 Fax: (305) 592-6079



# PROPOSAL

QUOTE NO.	JACHL-472ABC
DATE:	Sep 17, 2013

LICENSED AND INSURED

TO	CITY OF MIAMI SPRINGS ( P.W.D.) 345 N ROYAL POINCIANA BLVD MIAMI SPRINGS, FL 33166-5259
CONTACT	Lazaro Garaboa

TO	Hammond Dr. from Westward Dr. to Lafayette Dr. (Resurfacing) Miami Springs, FL
CONTACT	305-805-5170x4225 FAX: 305-805-5176

We hereby propose to furnish all labor, material, equipment and insurance, **SUBJECT TO ALL TERMS AND CONDITIONS AS SET FORTH ON BOTH SIDES OF THIS PROPOSAL, AS FOLLOWS:**

R E V I S I O N (according to similar conditions as Minola Dr. 1.34" average thickness due to tonnage leveling)

--Mobilization @ L.S. \$1000.00

--M.O.T.; 4 ea. @ \$850.00/ea

--Milling existing asphalt 1" average and haul away removed material; approx. 9,342 SQY @ \$2.25/SQY

--Resurfacing with type S-111 hot asphaltic plant mix; approx. 650 Tons (9,342 SQY) @ \$95.00/Ton

--Restoration pavement marking as currently is; L.S. \$4,984.15

Notes: Prices as Piggy Back on M.D.County Contract 20120159. Final invoice will be based on asphalt truck tickets.

Notes: All other job not listed above will be extra charged. Final bill based on field measurements upon completion of job. First mobilization at not charge; additional ones, if any, will be additionally charged. All required permits by others. Contractor/Owner will reaccommodate/remove any parked vehicles, construction materials, machinery, etc, having every area ready for paving work. "H & R Paving, Inc." cannot be held responsible for puddles/birdbaths/water ponding due to defective base surface (lack of gradient/low spots/humps) for stormwater run-off. Prices are good for 30 days and may be subject to escalation thereafter. Prices do not include MOT, engineering layout, sawcutting, testing, surveying, As built, bonds, milling marking/signage, demolition/dismantle works, objects/obstacles removal, etc. Asphalt leveling/overrun tonnage, if any, will be additionally charged. Utility casting adjustments (valve, manhole, etc) by others.

**TOTAL:**

**92,153.65**

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum shown above, with payment to be made as follows:

NOTE: Cost of permits to be billed additionally. Subgrade preparation if required under equipment rental basis. This proposal subject to acceptance within 30 days and is void thereafter at the option of H & R PAVING, Inc. (READ RESERVE SIDE)

Authorized Signature: \_\_\_\_\_

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above 1/3 upon acceptance, when rock base is in place, balance upon completion. INTEREST will be charged on all delinquent accounts at the highest legal rate of interest allowable under the laws of the state of Florida.

ACCEPTED: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 Signature: \_\_\_\_\_

# Terms And Conditions

1. All work and material shall be guaranteed by H & R Paving Inc. in accordance with the terms and conditions of this agreement and all work shall be completed in a workman like manner and according to standard paving practice in Dade county area.
2. Any change, alterations or deviation from the specifications as set forth in this agreement, which involve additional charge or cost, will be permitted only upon written change order and same will be an extra charge which shall be due and payable upon execution of the change order.
3. H & R Paving, Inc., shall not be responsible for damages to sidewalks, fences, lawns, underground installations, septic tanks, water and drain lines, water ponding ect...
4. H & R Paving, Inc., shall not be responsible for and damage caused by automobile power steering, tire marks, peeling of asphalt, grass growing in asphalt, leakage of gasoline or oil or detergent placed upon the asphalt.
5. H & R Paving, Inc., shall not be responsible for any loss, damage or injury to persons or property caused by acts of government civil or military authorities, theft, vandalism, labor disputes, explosions, power failure, water damage, storms, lightning, natural or public catastrophe, acts of god or by any other cause which is unavoidable or beyond our reasonable control and, in any event, we shall not be liable for incidental or consequential damages.
6. You shall not be entitled to recover from H & R Paving, Inc., Any consequential damages, damages to property, damages for delay, loss of profits or income or any other incidental damages and do hereby waive and release H & R Paving, Inc., from any such claims.
7. In the event of your non performance under the terms and conditions of this agreement or failure to pay the amounts due within the time period as set forth within the agreement, you agree that if an attorney is engaged to enforce the terms of this agreement, or to collect payment due hereunder either with or without suit, you shall pay all costs incurred by H & R Paving, Inc., including reasonable attorney's fees in the trial court and the appellate level.
8. It is agreed that you hereby waive trial by jury, and further agree and consent that venue shall for any proceeding under this agreement be in the county of Dade and state of Florida.
9. No agent or employees shall have authority to waive or modify any of the terms and conditions of this agreement.
10. Down time due to general contractor or sub-contractor will be billed extra at a rate of \$150.00 per hour.
11. H & R Paving, Inc., will not be responsible for asphalt raveling, which is a normal part of the curing process for up to 1 year on fresh asphalt.
12. It is expressly agreed that there are no promises, agreements, or understandings not set out in this contract. Any subsequent cancellations or modifications must be mutually agreed upon in writing.
13. Unless a lump sum price is to be paid for the foregoing work by and clearly so stated, it is understood and agreed that the quantities referred to herein are estimates only and that payment shall be made at the stated unit price for the actual

quantities of materials utilized and work performed by H & R Paving, inc., as determined upon completion of the work.

14. Changes in labor classifications or assignment of work by anyone other than H & R Paving, Inc., will establish a basis for re-negotiation of prices set forth in this contract. At the sole option of H & R Paving Inc., this contract may be cancelled in the event that said changes or assignments occur or in the event that said re-negotiation is deemed unsatisfactory by H & R Paving, Inc.,

15. In the event that any work is done by H & R Paving, Inc., under this agreement, or any side amendment, which work is on public property, the customer/owner agrees and understands that the project property which it owns shall be charged with all indebtedness hereunder.

16. Due to the volatility in the price of petroleum products, the price of asphaltic concrete herein is qualified as follows: if at the time of performance of the work, the cost of liquid asphalt exceeds that used in this quotation by 5%, H & R Paving, Inc., at its sole option, may request payment for the differential in excess of the 5%, plus a reasonable overhead and profit of 15%, H & R Paving, Inc., will provide documentation with such request for compensation.

17. Unless otherwise stated, guarantee period for all work performed under this proposal is one year guarantee does not extend to the emergence of grass or other plant materials through the asphalt layer. It does not cover damage to the asphalt layer caused by pre-existing conditions or sub-surface failures.

18. Unless otherwise agreed, customer will bear any additional expense not covered by this proposal and incurred by H & R Paving, Inc., as a result of performance of work under conditions adverse to the expedient prosecution of H & R Paving, Inc., work which are beyond H & R Paving, Inc., control, including adverse weather and delays by others.

19. If, for causes beyond H & R Paving, Inc., control, the work covered by this proposal is not completed within twelve (12) months after the date of acceptance of this proposal, H & R Paving, Inc., may cancel this agreement at any time thereafter on ten (10) days written notice.

20. In the event of misunderstanding or conflict between the terms and conditions stated in the plans and specification, this contract shall govern.

21. Unless a specific time for performance of H & R Paving, Inc., work is stated, H & R Paving, Inc., shall undertake this work in the course of its normal operation schedule. H & R Paving, Inc., shall not be liable for any failure to undertake or complete work due to causes beyond its control, including, but not limited to misinformation supplied by the customer or its agents, failure of subgrade, and failure or inadequacy of any labor or materials not furnished and installed by H & R Paving, Inc., Customer further agrees to pay any legal fees incurred by H & R Paving, Inc., in defending against such liability.

22. Unless otherwise stated herein, payment is due net invoiced amount with no retainage within 30 days of invoice date. All monies not paid when due shall bear interest at the maximum rate allowed by law at the project.

23. In the event that asphalt work is to be done in two lifts with the second lift to be performed more than four months following the first, a bond covering performance may be provided to the contractor/owner in exchange for a full release of retainage.

24. If an agent and/or attorney is employed by H & R Paving, Inc., for collection of any delinquent payment, customer agrees to pay in addition to any service charge, all fees for the service of such agent and/or attorney (including, but not limited to all fees and costs incident to any appeals) together with all cost, charges and expenses, regardless of weather or not suit be brought.

25. This proposal is valid for 30 days.



## Miami-Dade Legislative Item File Number: 131127

[Printable PDF Format](#)

[Clerk's Official Copy](#)

**File Number:** 131127      **File Type:** Resolution      **Status:** Adopted  
**Version:** 0      **Reference:** R-576-13      **Control:** Board of County Commissioners  
**File Name:** H&R PAVING CONTRACT AWARD RECOMMENDATION **Introduced:** 5/29/2013  
**Requester:** Public Works & Waste Management      **Cost:**      **Final Action:** 7/2/2013  
**Agenda Date:** 7/2/2013 **Agenda Item Number:** 8L54

**Notes:** TLL-      **Title:** RESOLUTION APPROVING A CONTRACT AWARD RECOMMENDATION IN THE AMOUNT OF  
 5/29/2013      \$1,498,377.38 TO H & R PAVING, INC. FOR THE PEOPLE'S TRANSPORTATION PLAN PROJECT  
 ENTITLED ROADWAY RESURFACING CONTRACT - COUNTYWIDE (PROJECT MCC 7360 PLAN - CICC  
 7360-0/08, REQUEST FOR PRICE QUOTATION NO. 20120159) AND AUTHORIZING THE USE OF  
 CHARTER COUNTY TRANSPORTATION SURTAX FUNDS

**Indexes:** NONE **Sponsors:** NONE

**Sunset Provision:** No

**Effective Date:**

**Expiration Date:**

**Registered Lobbyist:** None Listed

### Legislative History

Acting Body	Date	Agenda Item	Action	Sent To	Due Date	Returned	Pass/Fail
Board of County Commissioners	7/2/2013	8L54	Adopted				P
Infrastructure & Capital Improvements Committee	6/11/2013	3D	Forwarded to BCC with a favorable recommendation				P
<b>REPORT:</b>	Assistant County Attorney Sarah Davis read the foregoing proposed resolution into the record. Commissioner Moss said that he had noticed deteriorating paving in the community, noting this was not the case when the County could access a number of funding sources, such as the People's Transportation Plan (PTP). However, he pointed out, those contracts were winding down, and it was important to continue maintaining the roads. Hearing no further questions or comments, the Committee members proceeded to vote on the foregoing proposed resolution, as presented.						
Office of the Chairperson	6/10/2013		Additions				
County Attorney	5/30/2013		Assigned	Hugo Benitez		6/3/2013	
County Mayor	5/29/2013		Assigned	County Attorney	7/2/2013		
<b>REPORT:</b>	PWWM (ASST. COUNTY ATTY: HUGO BENITEZ) (PENDING CMTE ASSIGNMENT/ NO BCC SPONSOR)						
County Mayor	5/29/2013		Assigned	Alina Tejeda-Hudak	5/23/2013	5/29/2013	

### Legislative Text

#### TITLE

RESOLUTION APPROVING A CONTRACT AWARD RECOMMENDATION IN THE AMOUNT OF \$1,498,377.38 TO H & R PAVING, INC. FOR THE PEOPLE'S TRANSPORTATION PLAN PROJECT ENTITLED ROADWAY RESURFACING CONTRACT - COUNTYWIDE (PROJECT MCC 7360 PLAN - CICC 7360-0/08, REQUEST FOR PRICE QUOTATION NO. 20120159) AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS

#### BODY

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the Contract Award Recommendation in the amount of \$1,498,377.38 between H & R Paving, Inc. and Miami-Dade County for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract - Countywide (Project MCC 7360 Plan - CICC 7360-0/08, RPQ No. 20120159) in substantially the form attached hereto and made a part hereof; and authorizing the use of Charter County Transportation Surtax Funds.

**HEADER**

Date:

To: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

From: Carlos A. Gimenez  
Mayor

Subject: Contract Award Recommendation in the Amount of \$1,498,377.38 to H & R Paving, Inc. for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract - Countywide; and Authorizing the Use of Charter County Transportation Surtax Funds

**STAFF RECOMMENDATION****Recommendation**

The attached Contract Award Recommendation for the People's Transportation Plan (PTP) project entitled Roadway Resurfacing Contract - Countywide (Project MCC 7360 Plan - CICC 7360-0/08 Request for Price Quotation No. 20120159) in the amount of \$1,498,377.38 to H & R Paving, Inc., was prepared by the Public Works and Waste Management Department (PWWM) and is recommended for approval by the Board of County Commissioners (BCC).

This Contract Award Recommendation is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). This Contract Award Recommendation may only be considered by the BCC if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the BCC prior to the date scheduled for BCC consideration or forty-five (45) days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and forty-five (45) days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item.

**Scope**

The work to be performed under this Contract includes roadway resurfacing at various locations within Miami-Dade County.

**Fiscal Impact/Funding Source**

The fiscal impact will be approximately \$1,498,377.38 and will be funded from the Charter County Transportation Sales Surtax Bond Sale Proceeds. The base contract amount is \$1,289,622.66, with the total amount being inclusive of contingency and dedicated allowance amounts. There is no fiscal impact to operations or maintenance.

The proposed improvements qualify under the allowable work categories included in the PTP Neighborhood Improvements Section. Specific funding for this project will be allocated from the respective Commission District's yearly PTP allocation and may be supplemented by other funding sources when available. The funding index code for this project is CPEPTP600RSF.99110 (FY 2012-13 Adopted Capital Project 6037700).

**Delegation of Authority**

No additional authority is being requested within the body of this Contract.

**Track Record/Monitor**

H & R Paving is currently performing work for PWWM at a satisfactory level. PWWM has reviewed the Capital Improvements Information System (CIIS) database and found 70 awarded construction contracts as follows:

- \* one from (1) the Water and Sewer Department, and
- \* 69 from PWWM.

The referenced database also lists a total of 142 contractor performance evaluations (several contracts having two evaluations on file, an interim and a project closeout) with an overall performance rating of 3.1 (satisfactory performance), out of a possible 4.0 (superior performance) rating. The Regulatory and Economic Resources Department, Small Business Development Division (SBD) History of Violation's report lists no violations for this contractor.

According to the Florida Department of State, Division of Corporations, H & R Paving, Inc., Company Principals are Raul Gonzalez and Lucrecia Gonzalez and the Company's address is listed as 1955 NW 110 Avenue, Miami, Florida 33172.

Following PWWM's standard operating procedures, after award of this Contract a pre-construction meeting will be scheduled. The person responsible for all PTP projects in PWWM is PTP Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP. Following completion of the award process, the project will be assigned to Mr. Joaquin Rabassa, P.E., Project Coordinator, for day-to-day responsibilities.

**MANAGER'S BACKGROUND**

Background



As part of the PTP Neighborhood Improvements initiative, PWWM continues to take advantage of various contracting mechanisms such as the Miscellaneous Construction Contracting process available under the MCC 7360 Program. Through this process, PWWM forwards a Request for Price Quotation (RPQ), by way of facsimile transmission, to a pool of firms that have registered with the Internal Services Department for the respective trade. Additionally, PWWM advertises the project in the Daily Business Review and all solicitations are available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. The project's award evaluation is based upon the bid submitted by the lowest responsive, responsible bidder for the project.

PWWM submitted to SBD its contract measure recommendation for Community Small Business Enterprise (CSBE) participation for this RPQ. SBD completed its Project Review and Analysis, and established Trade Set-Asides for Traffic Stripes and Markings, and Concrete Work, including Americans with Disabilities items as required for compliance with Implementing Order No. 3-22. A Community Workforce Program Goal of ten (10) percent has been established for this project since several locations fall within a Designated Target Area.

Subsequent to SBD's Project Review and Analysis, PWWM forwarded RPQ No. 20120159, utilizing the MCC 7360 Plan - CICC 7360-0/08, to a list of 63 pre-registered firms. A total of three (3) firms purchased contract documents and two (2) firms proffered a bid. On March 6, 2013, H & R Paving, Inc. proffered the lowest responsive and responsible base bid of \$1,289,622.66, two (2) percent over the County's cost estimate.

The second lowest bidder, H & J Asphalt, Inc. was found non-complaint with the requirements of Implementing Order No. 3-22 for the CSBE Program. Based on the results of the solicitation, PWWM issued a recommendation for award on March 26, 2013 for RPQ No. 20120159 to H & R Paving, Inc., with the stipulation that approval for this project must be obtained from the CITT and the BCC.

The work to be accomplished for this project consists of, but is not limited to, furnishing all supervision, labor, required materials, equipment, and tools to perform all operations necessary for roadway resurfacing improvements. The work includes milling of existing pavement, the widening and resurfacing of intersecting streets, and resurfacing of asphalt pathways (pedestrian, bicycle, etc.) adjacent or not to the edge of the pavement, if necessary, clearing and excavating of shoulder areas or build-up, grading and clean-up of adjacent shoulders and removal of roots, if required. Additionally work includes pavement markings including the installation of reflective pavement markers, new sidewalks, sidewalk curb and gutters and pedestrian ramps.

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Alina T. Hudak  
Deputy Mayor

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Date: July 2, 2013

To: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

Agenda Item No. 8(L)(54)

From: Carlos A. Gimenez  
Mayor 

Subject: Contract Award Recommendation in the Amount of \$1,498,377.38 to H & R Paving, Inc. for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract - Countywide; and Authorizing the Use of Charter County Transportation Surtax Funds

Resolution No. R-576-13

**Recommendation**

The attached Contract Award Recommendation for the People's Transportation Plan (PTP) project entitled *Roadway Resurfacing Contract - Countywide* (Project MCC 7360 Plan - CICC 7360-0/08 Request for Price Quotation No. 20120159) in the amount of \$1,498,377.38 to H & R Paving, Inc., was prepared by the Public Works and Waste Management Department (PWWM) and is recommended for approval by the Board of County Commissioners (BCC).

This Contract Award Recommendation is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). This Contract Award Recommendation may only be considered by the BCC if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the BCC prior to the date scheduled for BCC consideration or forty-five (45) days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and forty-five (45) days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item.

**Scope**

The work to be performed under this Contract includes roadway resurfacing at various locations within Miami-Dade County.

**Fiscal Impact/Funding Source**

The fiscal impact will be approximately \$1,498,377.38 and will be funded from the Charter County Transportation Sales Surtax Bond Sale Proceeds. The base contract amount is \$1,289,622.66, with the total amount being inclusive of contingency and dedicated allowance amounts. There is no fiscal impact to operations or maintenance.

The proposed improvements qualify under the allowable work categories included in the PTP Neighborhood Improvements Section. Specific funding for this project will be allocated from the respective Commission District's yearly PTP allocation and may be supplemented by other funding sources when available. The funding index code for this project is CPEPTP600RSF.99110 (FY 2012-13 Adopted Capital Project 6037700).

**Delegation of Authority**

No additional authority is being requested within the body of this Contract.

**Track Record/Monitor**

H & R Paving is currently performing work for PWWM at a satisfactory level. PWWM has reviewed the Capital Improvements Information System (CIIS) database and found 70 awarded construction contracts as follows:

- one from (1) the Water and Sewer Department, and
- 69 from PWWM.

The referenced database also lists a total of 142 contractor performance evaluations (several contracts having two evaluations on file, an interim and a project closeout) with an overall performance rating of 3.1 (satisfactory performance), out of a possible 4.0 (superior performance) rating. The Regulatory and Economic Resources Department, Small Business Development Division (SBD) History of Violation's report lists no violations for this contractor.

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Following PWWM's standard operating procedures, after award of this Contract a pre-construction meeting will be scheduled. The person responsible for all PTP projects in PWWM is PTP Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP. Following completion of the award process, the project will be assigned to Mr. Joaquin Rabassa, P.E., Project Coordinator, for day-to-day responsibilities.

**Background**

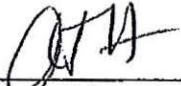
As part of the PTP Neighborhood Improvements initiative, PWWM continues to take advantage of various contracting mechanisms such as the Miscellaneous Construction Contracting process available under the MCC 7360 Program. Through this process, PWWM forwards a Request for Price Quotation (RPQ), by way of facsimile transmission, to a pool of firms that have registered with the Internal Services Department for the respective trade. Additionally, PWWM advertises the project in the *Daily Business Review* and all solicitations are available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. The project's award evaluation is based upon the bid submitted by the lowest responsive, responsible bidder for the project.

PWWM submitted to SBD its contract measure recommendation for Community Small Business Enterprise (CSBE) participation for this RPQ. SBD completed its Project Review and Analysis, and established Trade Set-Asides for Traffic Stripes and Markings, and Concrete Work, including Americans with Disabilities items as required for compliance with Implementing Order No. 3-22. A Community Workforce Program Goal of ten (10) percent has been established for this project since several locations fall within a Designated Target Area.

Subsequent to SBD's Project Review and Analysis, PWWM forwarded RPQ No. 20120159, utilizing the MCC 7360 Plan - CICC 7360-0/08, to a list of 63 pre-registered firms. A total of three (3) firms purchased contract documents and two (2) firms proffered a bid. On March 6, 2013, H & R Paving, Inc. proffered the lowest responsive and responsible base bid of \$1,289,622.66, two (2) percent over the County's cost estimate.

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Alina T. Hudak  
Deputy Mayor



**CITY OF MIAMI SPRINGS**  
Public Works  
345 N Royal Poinciana Blvd  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5170  
Fax: (305) 805-5195

Agenda Item No.

City Council Meeting of:

9-23-2013

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager  
**FROM:** Thomas Nash, Public Works Director  
**DATE:** September 13, 2013

**RECOMMENDATION:**

Recommendation that Council approve a change order to H & R Paving, Inc., utilizing Miami Dade County Bid Miami Dade County RPQ 201200073, in the amount of \$2,196.00, for Minola Drive paving project, pursuant to Section §31.11 (F)(11)(a)(2) of the City Code.

**DISCUSSION:** Due to the subsurface condition, unknown until job commenced. An additional 125 tons of asphalt was needed to complete the project. Additional funding request is for material and labor.

<b>COST:</b>	Previously Approved by Council 3/25/13	\$75,359.00
	<b>Current request:</b>	<b><u>\$ 2,196.00</u></b>
	Total request	\$77,555.00

**FUNDING:**

Account No. 135-0902-541-4600  
Citizens Independent Transportation Trust

**PROFESSIONAL SERVICES APPROVAL:**



## Miami-Dade Legislative Item File Number: 122327

[Printable PDF Format](#) [Clerk's Official Copy](#)

**File Number:** 122327                      **File Type:** Resolution                      **Status:** Adopted  
**Version:** 0                                      **Reference:** R-30-13                      **Control:** Board of County Commissioners

**File Name:** CONTRACT AWARD RECOMMENDATION TO H&R PAVING **Introduced:** 11/20/2012

**Requester:** Public Works & Waste Management                      **Cost:**                      **Final Action:** 1/23/2013

**Agenda Date:** 1/23/2013 **Agenda Item Number:** 8L3

**Notes: Title:** RESOLUTION APPROVING A CONTRACT AWARD RECOMMENDATION IN THE AMOUNT OF \$1,312,884.04 TO H & R PAVING, INC. FOR THE PEOPLE'S TRANSPORTATION PLAN PROJECT ENTITLED ROADWAY RESURFACING CONTRACT (PROJECT MCC 7360 PLAN – CICC 7360-0/08, REQUEST FOR PRICE QUOTATION NO. 20120073) AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS

**Indexes:** CONTRACT AWARD RECOMMENDATION **Sponsors:** NONE

**Sunset Provision:** No                      **Effective Date:**                      **Expiration Date:**

**Registered Lobbyist:** None Listed

### Legislative History

Acting Body	Date	Agenda Item	Action	Sent To	Due Date	Returned	Pass/Fail
Board of County Commissioners	1/23/2013	8L3	Adopted				P
Regional Transportation Committee	12/10/2012	3G	Forwarded to BCC with a favorable recommendation				P
<b>REPORT:</b> Assistant County Attorney Bruce Libhaber read the foregoing proposed resolution into the record. Hearing no discussion, the Committee proceeded to vote on the foregoing proposed resolution, as presented.							
County Attorney	11/20/2012		Assigned	Hugo Benitez	11/27/2012		

County Mayor	11/20/2012	Assigned	County Attorney	1/23/2013
<b>REPORT:</b>	PWWM - Hugo Benitez assisted - pending cmte			
County Mayor	11/20/2012	Assigned	Alina Tejada-Hudak	11/20/2012

### Legislative Text

**TITLE**

RESOLUTION APPROVING A CONTRACT AWARD RECOMMENDATION IN THE AMOUNT OF \$1,312,884.04 TO H & R PAVING, INC. FOR THE PEOPLE'S TRANSPORTATION PLAN PROJECT ENTITLED ROADWAY RESURFACING CONTRACT (PROJECT MCC 7360 PLAN – CICC 7360-0/08, REQUEST FOR PRICE QUOTATION NO. 20120073) AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS

**BODY**

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the Contract Award Recommendation in the amount of \$1,312,884.04 between H & R Paving, Inc. and Miami-Dade County for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract (Project MCC 7360 Plan – CICC 7360-0/08, RPQ No. 20120073) in substantially the form attached hereto and made a part hereof; and authorizing the use of Charter County Transportation Surtax Funds.

**HEADER**

Date:

To: Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

From: Carlos A. Gimenez  
Mayor

Subject: Contract Award Recommendation in the Amount of \$1,312,884.04 to H & R Paving, Inc. for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract; and Authorizing the Use of Charter County Transportation Surtax Funds

**STAFF RECOMMENDATION**

Recommendation

The attached Contract Award Recommendation for the People's Transportation Plan (PTP) project entitled Roadway Resurfacing Contract (Project MCC 7360 Plan - CICC 7360-0/08 Request for Price Quotation No. 20120073) in the amount of \$1,312,884.04 to H & R Paving, Inc., was prepared by the Public Works and Waste Management Department (PWWM) and is recommended for approval by the Board of County Commissioners (BCC).

This Contract Award Recommendation is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). This Contract Award Recommendation may only be considered by the BCC if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the BCC prior to the date scheduled for BCC consideration or forty-five (45) days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and forty-five (45) days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item.

#### Scope

The work to be performed under this Contract includes roadway resurfacing at various locations within Miami-Dade County.

#### Fiscal Impact/Funding Source

The fiscal impact will be approximately \$1,312,884.04 and will be funded from the Charter County Transportation Sales Surtax Bond Sale Proceeds. The base contract amount is \$1,131,146.46, with the total amount being inclusive of contingency and dedicated allowance amounts. There is no fiscal impact to operations or maintenance.

The proposed improvements qualify under the allowable work categories included in the PTP Neighborhood Improvements Section. Specific funding for this project will be allocated from the respective Commission District's yearly PTP allocation and may be supplemented by other funding sources when available. The funding index code for this project is CPEPTP600RSF.99110 (FY 2012-13 Adopted Capital Project 637700).

#### Delegation of Authority

No additional authority is being requested within the body of this Contract.

#### Track Record/Monitor

H & R Paving is currently performing work for PWWM at a satisfactory level. PWWM has reviewed the Capital Improvements Information System (CIIS) database and found 68 awarded construction contracts as follows:

- \* one from the Water and Sewer Department, and
- \* sixty-seven from PWWM.

The referenced database also lists a total of 133 contractor performance evaluations (several contracts having two evaluations on file, an interim and a project closeout) with an overall performance rating of 3.0 (satisfactory performance), out of a possible 4.0 (superior performance) rating. The Regulatory and Economic Resources Department, Small Business Development Division (SBD) History of Violation's report lists no violations for this contractor.

According to the Florida Department of State, Division of Corporations, H & R Paving, Inc., Company Principals are Raul Gonzalez and Lucrecia Gonzalez and the Company's address is listed as 1955 NW 110 Avenue, Miami, Florida 33172.

Following PWWM's standard operating procedures, after award of this Contract a pre-construction meeting will be scheduled. The person responsible for all PTP projects in PWWM is PTP Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP. Following completion of the award process, the project will be assigned to Mr. Joaquin Rabassa, P.E., Project Coordinator, for day-to-day responsibilities.

#### **MANAGER'S BACKGROUND**

##### Background

As part of the PTP Neighborhood Improvements initiative, PWWM continues to take advantage of various contracting mechanisms such as the Miscellaneous Construction Contracting process available under the MCC 7360 Program.



Through this process, PWWM forwards a Request for Price Quotation (RPQ), by way of facsimile transmission, to a pool of firms that have registered with the Internal Services Department for the respective trade. Additionally, PWWM advertises the project in the Daily Business Review and all solicitations are available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. The project's award evaluation is based upon the bid submitted by the lowest responsive, responsible bidder for the project.

PWWM submitted to SBD its contract measure recommendation for Community Small Business Enterprise (CSBE) participation for this RPQ. SBD completed its Project Review and Analysis, and established Trade Set-Asides for Traffic Stripes and Markings, and Concrete Work, including Americans with Disabilities items as required for compliance with Implementing Order No. 3-22. A Community Workforce Program Goal was deemed not applicable to this RPQ.

Subsequent to SBD's Project Review and Analysis, PWWM forwarded RPQ No. 20120073, utilizing the MCC 7360 Plan - CICC 7360-0/08, to a list of 60 pre-registered firms. A total of three (3) firms purchased contract documents and four (4) firms proffered a bid.

On September 5, 2012, H & R Paving, Inc. proffered the lowest responsive and responsible base bid of \$1,131,146.46, six percent over the County's cost estimate.

The second lowest bidder, H & J Asphalt, Inc. proffered a base bid of \$1,230,998.35, eight percent over the lowest bidder. The third lowest bidder, Community Asphalt Corporation proffered a base bid of \$1,424,664.83, fourteen percent over the second lowest bidder. The fourth lowest bidder, General Asphalt Co., Inc. proffered a base bid of \$1,512,907.81, six percent over the third lowest bidder. Based on the results of the solicitation, PWWM issued a recommendation for award on October 2, 2012 for RPQ No. 20120073 to H & R Paving, Inc., with the stipulation that approval for this project must be obtained from the CITT and the BCC.

The work to be accomplished for this project consists of, but is not limited to, furnishing all supervision, labor, required materials, equipment, and tools to perform all operations necessary for roadway resurfacing improvements. The work includes clearing and excavating of shoulder areas or build-up, grading and clean-up of adjacent shoulders and removal of roots, if required. Additionally work includes milling of existing pavement, resurfacing of the full roadway, the widening and resurfacing of intersecting streets, and resurfacing of asphalt pathways (pedestrian, bicycle, etc.) adjacent or not to the edge of the pavement, if necessary.

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Alina T. Hudak  
County Manager/Deputy Mayor

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miamidade.gov

Public Works and Waste Management Department  
111 NW 1<sup>st</sup> Street • Suite # 1410  
Miami, Florida 33128  
T 305-375-2930; F 305-375-2931

October 2, 2012

**CERTIFIED MAIL No.**  
7011 1150 0000 4340 4373

**FACSIMILE; TELEPHONE No.**  
(305) 592-6079; (305) 261-3005

Mr. Raul Gonzalez  
H & R Paving, Inc.  
1955 NW 110<sup>th</sup> Avenue  
Miami, Florida 33172

CLERK OF THE BOARD  
2012 OCT -2 PM 4:03  
CLERK OF THE BOARD  
MIAMI-DADE COUNTY, FLA.  
#1

Re: **Recommendation for Award**  
Request for Price Quotation (RPQ) No. 20120073 (MCC 7360 Plan – CICC 7360-0/08)  
People's Transportation Plan Roadway Resurfacing Contract

Dear Mr. Gonzalez:

This letter will serve as your notification that you have been recommended for award for the above referenced RPQ based on your Price Quotation submitted on Wednesday, September 6, 2012. The total RPQ amount is for one million three hundred twelve thousand eight hundred eighty-four dollars and four cents (\$1,312,884.04). This includes a base contract amount of one million one hundred thirty-one thousand one hundred forty-six dollars and forty-six cents (\$1,131,146.46), a contingency amount of one hundred thirteen thousand one hundred fourteen dollars and sixty-five cents (\$113,114.65), and dedicated allowances totaling sixty-eight thousand six hundred twenty-two dollars and ninety-three cents (\$68,622.93). The contract duration is established as **450-calendar days**. However, the recommendation of award is contingent upon the submission of the required items listed below:

1. Performance and Payment Bond as required in Contract No. MCC 7360 Plan, Section 2.0 Special Conditions, Page 16, Article 2.11, **PERFORMANCE AND PAYMENT BOND**. (The original attached documents must be used and three (3) sets must be provided).
2. Letter from Bonding Agent granting Miami-Dade County authorization to date the Performance Bond.
3. Copies of current insurance certificates.
4. Copies of required license(s).

The preceding documents are required as outlined within Contract MCC 7360 Plan and to be submitted within 10 business days. Failure to submit the document(s) within the specified time, or any extension granted, will result in the award being rescinded.

Subsequent to the review and approval of the aforementioned documents, you are required to obtain the required permits in the time stipulated in the RPQ. Upon obtaining the permit(s), a copy(s) must be submitted to the Project Manager prior to commencement of work.

*Delivering Excellence Every Day*

Page 2  
Recommendation for Award  
RPQ No. 20120073

No work is to be performed without a permit unless the Project Manager issues a written directive to proceed without permit(s).


This letter will also serve as a reminder that all work must be performed according to the scope of work and contract's terms and conditions, all permits and inspections and in accordance with all applicable Federal, State and local laws, codes and regulations.

Additionally, this contract, along with any future contracts awarded to your firm, have very similar completion scheduled and competing deadlines. Please be advised that your firm must have the resources to ensure work proceeds without delay once the "Notice to Proceed" is issued. Lack of equipment, personnel or additional contracts with similar completion schedules, will not be reason for delay.

Further, it shall be understood that since proceeds from the Charter County Transportation System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County may be used to pay for all or some part of the cost of this contract, no award of this contract shall be effective and thereby give rise to a contractual relationship with the County unless and until the Citizens' Independent Transportation Trust (CITT) and the County Commission have approved the award of the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto).

Should you have any questions please contact me at (305) 375-2930.

Sincerely,



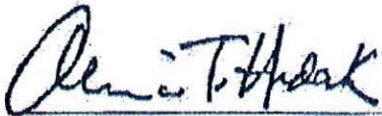
Frank Aira, P.E., CFM  
Division Manager, PWWM

cc: Antonio Cotarelo, P.E., PWWM  
Bassam Moubayed, PWWM  
Duane Kopp, P.E., PWWM  
Ruth Rodriguez, PWWM  
Alvaro Castro, PWWM  
Rodney McMillian, PWWM  
Alejandro Martinez-Esteve, RA, LEED AP  
Alicia Arce, PWWM  
Ultimo De Oliveira, ISD  
Patrice Hill, SBD  
Traci Adams-Parish, SBD  
Clerk of the Board  
Project File

Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners  
Page No. 3

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Alina T. Hudak  
County Manager/Deputy Mayor

# Memorandum



**Date:** January 23, 2013

**To:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Contract Award Recommendation in the Amount of \$1,312,884.04 to H & R Paving, Inc. for the People's Transportation Plan Project Entitled Roadway Resurfacing Contract; and Authorizing the Use of Charter County Transportation Surtax Funds

Agenda Item No. 8(L)(3)

Resolution No. R-30-13

## Recommendation

The attached Contract Award Recommendation for the People's Transportation Plan (PTP) project entitled *Roadway Resurfacing Contract* (Project MCC 7360 Plan - CICC 7360-0/08 Request for Price Quotation No. 20120073) in the amount of \$1,312,884.04 to H & R Paving, Inc., was prepared by the Public Works and Waste Management Department (PWWM) and is recommended for approval by the Board of County Commissioners (BCC).

This Contract Award Recommendation is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). This Contract Award Recommendation may only be considered by the BCC if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the BCC prior to the date scheduled for BCC consideration or forty-five (45) days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and forty-five (45) days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item.

## Scope

The work to be performed under this Contract includes roadway resurfacing at various locations within Miami-Dade County.

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## Delegation of Authority

No additional authority is being requested within the body of this Contract.

**Track Record/Monitor**

H & R Paving is currently performing work for PWWM at a satisfactory level. PWWM has reviewed the Capital Improvements Information System (CIIS) database and found 68 awarded construction contracts as follows:

- one from the Water and Sewer Department, and
- sixty-seven from PWWM.

The referenced database also lists a total of 133 contractor performance evaluations (several contracts having two evaluations on file, an interim and a project closeout) with an overall performance rating of 3.0 (satisfactory performance), out of a possible 4.0 (superior performance) rating. The Regulatory and Economic Resources Department, Small Business Development Division (SBD) History of Violation's report lists no violations for this contractor.

According to the Florida Department of State, Division of Corporations, H & R Paving, Inc., Company Principals are Raul Gonzalez and Lucrecia Gonzalez and the Company's address is listed as 1955 NW 110 Avenue, Miami, Florida 33172.

Following PWWM's standard operating procedures, after award of this Contract a pre-construction meeting will be scheduled. The person responsible for all PTP projects in PWWM is PTP Coordinator, Mr. Alejandro Martinez-Esteve, RA, LEED AP. Following completion of the award process, the project will be assigned to Mr. Joaquin Rabassa, P.E., Project Coordinator, for day-to-day responsibilities.

**Background**

As part of the PTP Neighborhood Improvements initiative, PWWM continues to take advantage of various contracting mechanisms such as the Miscellaneous Construction Contracting process available under the MCC 7360 Program. Through this process, PWWM forwards a Request for Price Quotation (RPQ), by way of facsimile transmission, to a pool of firms that have registered with the Internal Services Department for the respective trade. Additionally, PWWM advertises the project in the *Daily Business Review* and all solicitations are available on-line through the Miami-Dade County portal under the "Procurement Solicitations" link. The project's award evaluation is based upon the bid submitted by the lowest responsive, responsible bidder for the project.

PWWM submitted to SBD its contract measure recommendation for Community Small Business Enterprise (CSBE) participation for this RPQ. SBD completed its Project Review and Analysis, and established Trade Set-Asides for Traffic Stripes and Markings, and Concrete Work, including Americans with Disabilities items as required for compliance with Implementing Order No. 3-22. A Community Workforce Program Goal was deemed not applicable to this RPQ.

Subsequent to SBD's Project Review and Analysis, PWWM forwarded RPQ No. 20120073, utilizing the MCC 7360 Plan - CICC 7360-0/08, to a list of 60 pre-registered firms. A total of three (3) firms purchased contract documents and four (4) firms proffered a bid.

On September 5, 2012, H & R Paving, Inc. proffered the lowest responsive and responsible base bid of \$1,131,146.46, six percent over the County's cost estimate.

# Miami-Dade County Public Works and Waste Management Department Contract Prices

Project Title: People's Transportation Plan (PTP) Resurfacing Contract  
Contractor: H & R PAVING, INC.

Project No: 20120073  
Bid Date: 09/05/2012

Item Number	Description	Unit	Estimated Quantity	Unit Price	Estimated Total
1WSR	Saw out and remove an average of two (2) inches of temporary cold asphalt patch on trench in order to expose and evaluate the condition of the base. If base is found suitable, clean loose material and replace the amount of cold patch removed with hot type S asphaltic concrete up to the level of the surrounding surface.	S.F.	5,309.0	\$4.00	\$21,236.00
2WSR	Saw out and remove an average of two (2) inches of existing temporary cold asphalt patch on trench in order to expose and evaluate the condition of the base. If base is found unsuitable by the Engineer, remove base material and replace with a minimum of eight (8) inches of compacted limerock or six (6) inches of hot S asphaltic concrete. In either case, replace the cold patch removed with hot type S asphaltic concrete up to the level of the surrounding surface.	S.F.	727.0	\$1.00	\$727.00
5WS1-A	Night Differential for Milling	P.N.	6.0	\$1.00	\$6.00
6WS1-A	Night Differential for Resurfacing	P.N.	6.0	\$1.00	\$6.00
101-327A	MOBILIZATION FOR MILLING: ( To be paid once, per each Section of a Township and Range ) May be deleted if no milling in Section.	PER/SGT	7.0	\$1.00	\$7.00
102-74-2	BARRICADES ( Temporary, Type III, 6' )	EA/DAY	19.0	\$1.00	\$19.00
102-76	FLASHING ARROW BOARD (Temporary, Mullimode)	EA/DAY	22.0	\$100.00	\$2,200.00
102-8A	RE-GRADE EXISTING SWALE (Without sod) (When required by the Engineer.)	S.Y.	100.0	\$5.00	\$500.00
102-60A	WORK ZONE SIGNS	EA/DAY	241.0	\$1.00	\$241.00
110-4	REMOVAL OF EXISTING PAVEMENT	S.Y.	20.0	\$20.00	\$400.00
110-4-1-1	REMOVAL AND DISPOSAL OF EXISTING CURB AND GUTTER	L.F.	1,360.0	\$8.00	\$10,880.00
110-4-2A	REMOVAL OF EXISTING CONCRETE SIDEWALK ( up to 8" thick, including base preparation )	S.Y.	750.0	\$30.00	\$22,500.00
120-1	REGULAR EXCAVATION	C.Y.	20.0	\$20.00	\$400.00
120-2-3	EMBANKMENT FOR ROAD BUILD-UP (Borrow material from Contractor's own source)	C.Y.	10.0	\$20.00	\$200.00
120-2-4	EMBANKMENT MATERIAL FOR SHOULDER - Borrow material from contractor's own source, see Special Provisions for description of material.	C.Y.	150.0	\$10.00	\$1,500.00
180-4	TYPE "B" STABILIZATION (12" Thick) (Min. C.B.R.:30)	S.Y.	10.0	\$20.00	\$200.00
200-2	BASE PREPARATION FOR NEW SIDEWALK CONSTRUCTION (Where needed, at the discretion of the Engineer)	S.Y.	300.0	\$30.00	\$9,000.00
210-1-2	LIMEROCK BASE (8" double course) (Primed)	S.Y.	10.0	\$30.00	\$300.00
327-70	MILLING EXISTING PAVEMENT [(1") (Payment for greater cuts will be paid proportionally)]	S.Y.	89,030.0	\$2.00	\$178,060.00
334-2-13-1	Hot Mix Asphalt, Traffic C, SP-9.5	TON	2,243.0	\$90.00	\$201,870.00
337-8-42	Hot Mix Asphalt Friction Course, Traffic C, FC-9.5, PG 76-22	TON	4,292.0	\$95.00	\$407,740.00
425-4(2)	ADJUSTING INLETS	EA.	5.0	\$250.00	\$1,250.00
425-5	ADJUST MANHOLE (This item is contingent upon field conditions and may be increased, decreased or eliminated by the Engineer)	EA.	37.0	\$250.00	\$9,250.00
425-6	ADJUST EXISTING VALVE BOXES (MIAMI-DADE COUNTY ONLY). (This item is contingent upon field conditions and may be increased, decreased or eliminated by the Engineer)	EA.	60.0	\$150.00	\$9,000.00
425-721E	REMOVAL AND DISPOSAL of existing damaged frames and pick up new frames at Miami-Dade Water and Sewer, including adjustment and installation of Manholes.	EA.	2.0	\$500.00	\$1,000.00
425-721F	REMOVAL AND DISPOSAL of existing damaged frames and pick up new frames at Miami-Dade Water and Sewer, including adjustment and installation of Water Valves.	EA.	2.0	\$500.00	\$1,000.00
425-844B	RECONSTRUCT MANHOLE	EA.	2.0	\$500.00	\$1,000.00
520-2A	CONCRETE CURB AND/OR GUTTER (Any type, including base preparation)	L.F.	2,470.0	\$20.00	\$49,400.00
522-1(1)	CONCRETE SIDEWALK [4" THICK, 3,000 P.S.I. CONCRETE AT 28 DAYS (includes the cost of pedestrian ramps and sidewalk curbs)	S.Y.	1,300.0	\$12.00	\$15,600.00

# Miami-Dade County Public Works and Waste Management Department

## Contract Prices

Project Title: People's Transportation Plan (PTP) Resurfacing Contract  
 Contractor: H & R PAVING, INC.

Project No: 20120073  
 Bid Date: 09/05/2012

Item Number	Description	Unit	Estimated Quantity	Unit Price	Estimated Total
522-2	CONCRETE SIDEWALK (6" Thick, 3000 P.S.I. concrete at 28 days) (including pedestrian ramps and sidewalk curbs)	S.Y.	225.0	\$15.00	\$3,375.00
527-2	DETECTABLE WARNING ON WALKING SURFACE	S.F.	1,150.0	\$40.00	\$46,000.00
575-1-1	SODDING (Pensacola Bahia or match existing) (includes watering)	S.Y.	20.0	\$5.00	\$100.00
700-40-01	ROADSIDE SIGNS ((SINGLE POST) (LESS THAN 12 S.F.))	AS.	3.0	\$240.00	\$720.00
700-46-22	RESET EXISTING POST AND SIGN	EA.	5.0	\$60.00	\$300.00
705-71-361	36" TUBULAR DELINEATOR	EA.	20.0	\$60.00	\$1,200.00
706-1-12	REFLECTIVE PAVEMENT MARKERS (class B, mono or bi-directional, all colors)	EA.	2,456.0	\$3.60	\$8,841.60
710-11-121	PAINTED PAVEMENT MARKINGS (Standard, White, solid, 6")	L.F.	51,638.0	\$0.22	\$11,360.36
710-11-122	PAINTED PAVEMENT MARKINGS, STANDARD, WHITE, SOLID, 8"	L.F.	474.0	\$0.36	\$170.64
710-11-123	PAINTED PAVEMENT MARKINGS, STANDARD, WHITE, SOLID, 12"	L.F.	6,138.0	\$0.60	\$3,682.80
710-11-124	PAINTED PAVEMENT MARKINGS (Standard, White, solid, 18")	L.F.	865.0	\$0.72	\$622.80
710-11-125	PAINTED PAVEMENT MARKINGS (Standard, White, solid, 24")	L.F.	2,098.0	\$1.40	\$2,937.20
710-11-141	PAINTED PAVEMENT MARKINGS (Standard) (White) (Skip) (6")	L.F.	4,078.0	\$0.24	\$978.72
710-11-160	PAINTED PAVEMENT MARKINGS (Standard) (White) (Message)	EA.	25.0	\$36.00	\$900.00
710-11-170	PAINTED PAVEMENT MARKING (Standard) (White) (Arrows)	EA.	52.0	\$18.00	\$936.00
710-11-241	PAINTED PAVEMENT MARKINGS (Standard) (Yellow) (Skip) (6")	L.F.	3,142.0	\$0.24	\$754.08
710-11-221	PAINTED PAVEMENT MARKINGS (Standard, Yellow, solid, 6")	L.F.	25,238.0	\$0.22	\$5,552.36
710-11-224	PAINTED PAVEMENT MARKINGS, STANDARD, YELLOW, SOLID, 18"	L.F.	3,147.0	\$0.72	\$2,266.84
710-26-41A	SOLID TRAFFIC STRIPE, PAINT - (4" w/white, or yellow)	L.F.	7,609.0	\$0.18	\$1,369.62
711-5	GUIDELINES ((6" DOTTED) (2'-4' White) (Thermoplastic))	L.F.	95.0	\$0.96	\$91.20
711-11-121	THERMOPLASTIC (White) (Solid) (6")	L.F.	51,638.0	\$0.72	\$37,179.36
711-11-122	THERMOPLASTIC (White) (Solid) (8")	L.F.	474.0	\$0.96	\$455.04
711-11-123	THERMOPLASTIC (White) (Solid) (12")	L.F.	6,138.0	\$1.44	\$8,838.72
711-11-124	THERMOPLASTIC (White) (Solid) (18")	L.F.	865.0	\$2.40	\$2,076.00
711-11-125	THERMOPLASTIC (White) (Solid) (24")	L.F.	2,098.0	\$3.00	\$6,294.00
711-11-141	THERMOPLASTIC (White) (Skip) (6")	L.F.	4,078.0	\$0.72	\$2,936.16
711-11-160	THERMOPLASTIC (White) (Message)	EA.	25.0	\$120.00	\$3,000.00
711-11-170	THERMOPLASTIC (White) (Arrows)	EA.	52.0	\$54.00	\$2,808.00
711-11-221	THERMOPLASTIC (Yellow) (Solid) (6")	L.F.	25,238.0	\$0.72	\$18,171.36
711-11-224	THERMOPLASTIC (Yellow) (Solid) (18")	L.F.	3,147.0	\$2.40	\$7,552.80
711-11-241	THERMOPLASTIC (Yellow) (Skip) (6")	L.F.	3,142.0	\$0.72	\$2,262.24
711-2A	SKIP TRAFFIC STRIPE, THERMOPLASTIC (4" WHITE/YELLOW, 6'-10' SKIP)	L.F.	17.0	\$0.24	\$4.08
711-33-34	SKIP TRAFFIC STRIPE - ((4" White/Yellow) (10' Stripe, 30' Skip) (Thermoplastic, lead free))	L.F.	4,574.0	\$0.24	\$1,097.76
711-35-41	SOLID TRAFFIC STRIPE - ((4" WHITE) (Thermoplastic))	L.F.	2,490.0	\$0.24	\$597.60
711-36-41	SOLID TRAFFIC STRIPE ((4" Yellow) (THERMOPLASTIC) (Lead-free))	L.F.	528.0	\$0.24	\$126.72



# Miami-Dade County Public Works and Waste Management Department

## Contract Prices

Project Title: People's Transportation Plan (PTP) Resurfacing Contract  
 Contractor: H & R PAVING INC.

Project No: 20120073  
 Bid Date: 09/05/2012

Item Number	Description	Unit	Estimated Quantity	Unit Price	Estimated Total
711-72	REMOVAL OF EXISTING PAVEMENT MARKINGS (Thermoplastic & Paint)	S.F.	294.0	\$0.60	\$176.40
<b>ALLOWANCE ACCOUNTS</b> (used as approved by the engineer pursuant to the requirements of the Contract Documents)					
999	CONTINGENCY FUND (10% OF SUBTOTAL AMOUNT)	L.S.	1.0	\$113,114.65	\$113,114.65
102-10A	OFF-DUTY LAW ENFORCEMENT OFFICER	L.S.	1.0	\$25,000.00	\$25,000.00
102-1P	MAINTENANCE OF TRAFFIC (Including traffic cones, temporary signs, flag men, etc.)	L.S.	1.0	\$22,622.93	\$22,622.93
300-1-999	BITUMINOUS MATERIAL ADJUSTMENT	L.S.	1.0	\$20,000.00	\$20,000.00
990	ALLOWANCE-PERMITS	L.S.	1.0	\$1,000.00	\$1,000.00

Agenda Item No.

City Council Meeting of:

9-23-2013



**CITY OF MIAMI SPRINGS**  
Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5075  
Fax: (305) 805-5077

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager  
**FROM:** Omar Luna, Recreation Director *[Signature]*  
**DATE:** September 11, 2013

**RECOMMENDATION:** Recommendation that Council waive the competitive bid process and approve an expenditure of \$67,365.00, to South Florida Maintenance Services (SFM), Inc. for field maintenance to Prince Field, Stafford Park and Peavy Dove Athletic Fields, pursuant to Section §31.11 (E) (6) (g) of the City Code.

**DISCUSSION:** Despite the fact that this transaction exceeds the threshold amount for city purchasing by bid or RFP, it is believed that the City has secured three (3) representative quotes for Field Maintenance Services. SFM will provide full maintenance to our athletic fields. For example, mowing, fertilization, aerification, insect control, weed control, verticutting/top dressing and pre-emergent. We are hoping to have this in place by October 1<sup>st</sup>, 2013 so that we can have our fields properly maintained by a professional athletic field contractor. The time was of the essence so we needed to move forward as soon as possible.

**COST:** \$67,365.00

**FUNDING:** Parks & Recreation/Contractual Services  
Acct#: 001-5705-572.34-00

**PROFESSIONAL SERVICES APPROVAL:** *[Signature]*





Date: 09-10-13  
 City of Miami Springs

Park Name	Acre	Mowing 76 x p/yr	Fertilizer 8 x p/yr	Aerification 2 x p/yr	Insect Control 2 x p/yr	Weed Control 7 x p/yr	Verticutting/Top Dressing 2 x p/yr	Pre-emergent 3 x p/yr
Stafford Park	2.75	\$ 13,224.00	\$ 4,400.00	\$ 1,650.00	\$ 800.00	\$ 2,887.50	\$ 3,270.00	\$ 1,237.50
Prince Field	1.5	\$ 11,628.00	\$ 2,400.00	\$ 1,400.00	\$ 450.00	\$ 1,575.00	\$ 1,820.00	\$ 675.00
Peavy Dove Park	1.5	\$ 11,628.00	\$ 2,400.00	\$ 1,400.00	\$ 450.00	\$ 1,575.00	\$ 1,820.00	\$ 675.00

\$ 36,480.00 \$ 9,200.00 \$ 4,450.00 \$ 1,700.00 \$ \* 6,037.50 \$ 6,910.00 \$ 2,587.50 \*

TOTAL BID \$ 67,365.00

$\div 7 =$   
\$ 862.50

$\div 3 =$   
\$ 862.50

\$ 1725.00

# Ballpark Maintenance Inc.

8836 SW 131 Street  
Miami, FL 33176

Ph: 305-259-0222

Fax: 305-278-2067

kh@ballparkmaintenance.com

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## Proposal

To: Omar Luna  
Director of Parks

Date: August 13, 2013

### Miami Springs Parks Maintenance Schedule

#### Mowing:

Provide equipment and labor for the mowing of the Bermuda grass playing fields at the three parks Stafford, Peavy Dove and the Prince Field. The fields shall be mowed once per week during the months of November, December, January, February, March, and April. The field shall be mowed twice per week during the months of May, June, July, August, September, and October <sup>74</sup> ~~78~~ services annually.

The athletic fields shall be mowed with a reel type mower (on days set by City Staff that do not interfere with programming). All litter debris shall be removed from turf before mowing to avoid shredding that damage turf appearance, or items that may be propelled by mower blades. Grass clippings or debris caused by mowing or trimming will be removed from adjacent walks, drives, gutters, and curbs or surfaces on the same day as mowed or trimmed.

The reels of the mower shall be sharp and the cut even at all times. The direction of the cut shall be changed each time the fields are mowed. All heights of cut shall be determined by City Staff in accordance with the field condition.

Cost per service for all three parks \$749.50 ----- ~~\$58,461.00~~ 56,962.00

#### Fertilization:

High use athletic fields are under constant pressure of wear and tear with little down time for recovery. To assist in recovery and wear tolerance a constant supply of nutrients is necessary.

8 applications annually at \$1,694.25 per application ----- \$ 13,554.00



**Top Dress:**

Topdress application of medium silica sand to provide coverage of 1/4" of topdressing sand to fill divots and assist in leveling of the field.

253 tons of topdress sand plus application of material.

Topdressing application one time per year ----- \$10,012.50

X 2

20,025.00

**Maintenance Schedule**

**Description**

Mowing: <sup>76</sup> 52 service annually	\$ <del>58,461.00</del>	56,962.00
Fertilization: 8 annually	\$ 13,554.00	
Aerification: 2 times annually	\$ 1,500.00	
Weed Control: 5 to 7 applications as needed	\$ 9,677.50 *	> \$15,925.00
Pre-emergent: 3 times annually	\$ 6,247.50 *	
Insect Control: 2 times annually	\$ 3,945.00	
Verti-cutting / Vacuuming X 2	\$ <del>3,700.00</del>	7400.00
Top Dress: 1 times annually X 2	\$ <del>10,012.50</del>	20,025.00
TOTAL -----	\$ <del>107,097.50</del>	

\$ 119,311.00



# Work Authorization

4800 SW 201st Terrace Southwest Ranches, Florida 33332

Date	Estimate #
9/11/2013	2063

<b>Name / Address</b>
City of Miami Springs 201 Westward Drive Miami Springs, FL 33166 C/O Omar Luna

<b>Project</b>
Athletic Park Maintenance

Description	Qty	Cost	Total
All Pricing as per specs provided by City of Miami Springs - Attached			
Contract Mowing	<del>76</del> 80	750.00	<del>57,000.00</del>
Fertilization of athletic fields using Polyon technology (temperature released)	4	2,680.45	10,721.80
Fertilizer - 3 month turf fertility			
Aerate with pull behind unit using 3/4" X 6" hollow tines. Cores dragged in.	2	2,600.00	5,200.00
* It is the responsibility of the customer to mark all in-ground equipment including but not limited to irrigation heads, valve boxes, water mains, and any other equipment on or less than six (6) inches below the surface to be aerated.			
Weed Management in Turf/Lawn - Suppression of sedge, broadleaf or woody weeds with a blend of selective herbicides.	7	2,300.00	16,100.00
Top Choice	2	5,242.85	10,485.70
Verticut & Vacuum - Vertically mow grass, and vacuum debris (dethatching). Owner is responsible for marking all irrigation, valve boxes and other surface utilities. & Top Dress	2	21,750.00	43,500.00
		<b>Total</b>	<del>\$146,007.50</del>
Phone #	(954) 385-0040	Fax #	(954) 385-0450
			143,007.50

## Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this contract. Payment will be 100% at time of billing. If payment has not been received by GreenSource Landscape & Sports Turf, Inc. within fifteen (15) days after billing. GreenSource Landscape & Sports Turf, Inc. shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other contract with client/owner. Interest at a per annum rate of 1.5% per month, or the highest rate permitted by law, will be charged on unpaid balance 45 days after billing. NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

Client/Owner Acceptance: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

GreenSource Landscape & Sports Turf, Inc.

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



**Mowing:**

Provide equipment and labor for the mowing of the Bermuda grass playing fields at the three parks Stafford, Peavy Dove and the Prince Field. The fields shall be mowed once per week during the months of November, December, January, February, March, and April. The field shall be mowed twice per week during the months of May, June, July, August, September, and October.

The athletic fields shall be mowed with a reel type mower (on days set by City Staff that do not interfere with programming). All litter debris shall be removed from turf before mowing to avoid shredding that damage turf appearance, or items that may be propelled by mower blades. Grass clippings or debris caused by mowing or trimming will be removed from adjacent walks, drives, gutters, and curbs or surfaces on the same day as mowed or trimmed.

The reels of the mower shall be sharp and the cut even at all times. The direction of the cut shall be changed each time the fields are mowed. All heights of cut shall be determined by City Staff in accordance with the field condition.

**Fertilization:**

High use athletic fields are under constant pressure of wear and tear with little down time for recovery. To assist in recovery and wear tolerance a constant supply of nutrients is necessary. Monthly fertilizer applications provide a constant source of nutrition to promote a stronger turf stand and improve wear tolerance. A stronger turf stand will also aid in the prevention of weed establishment. We are asking for 8 applications annually.

**Aerification:**

Aerification will assist in relieving compaction caused by the constant use of the fields. This will allow for better sunlight penetration and air circulation throughout the soil and root zone resulting in a healthier turf. We are asking for 2 applications annually.

**Weed Control:**

Annual weed control will be necessary to suppress the current weed population. Goosegrass, Nut Sedge and Crabgrass seem to be the most visible problem at this time. A weed control program needs to consist of a series of timely spaced applications. The total projected number of applications is seven (7) applications annually. This number should decrease annually as adequate suppression is achieved and a pre-emergent program is implemented.

All applications shall be in accordance with Florida Pesticide Laws. The contractor shall keep records as prescribed by law for the use of pesticides of all operations stating dates, times, methods of application, chemical formulations, applicator's name and weather conditions.

A Certified Pest Control Operator shall be in continuous charge of all work and shall perform site supervision to the maximum extent possible during the scheduled application. Contractor shall provide labels and MSDS (material safety data sheets) for all products used on the fields. Any soil, sod, or plants contaminated by misuse of chemicals on the sites shall be removed and replaced at cost to the contractor.

**Per-emergent herbicide:**

Per-emergent herbicides are used to prevent weeds seeds from germination in the turf and must be a part of the herbicide program. Post emergent applications are effective in killing established weeds but new weeds will continue to grow. Pre-emergent controls prevent new weeds from establishing. Three (3) applications annually recommended.

**Insect control:**

The primary concerns in athletic playing fields are Mole Cricket and Fire Ants. These can be controlled with proper preventative and curative applications. Insect control for Mole Cricket, Fire Ants and Sub Surface insects. We are asking for 2 applications annually.

**Verticutting/Top Dress:**

Once (1) a year is being requested.

**Description**

Mowing: <sup>26</sup> 80 Service Annually	\$750 X 80 = <del>\$60,000.00</del> 57,000.00
Fertilization: 8 annually	\$2,680.45 X 4 = \$10,721.78
Pre-emergent: 3 times annually	Using Polyon* 4 times a year with Ronstar on 3 apps
Aerification***: 2 times annually	\$2,600.00 X 2 = \$5,200.00
Weed Control**: 7 applications as needed	\$2,300.00 X 7 = \$16,100.00
Insect Control: 2 times annually	\$5,242.85 X 2 = \$10,485.70
Verticutting/Top Dress: 2 times annually	\$21,750 X 2 = \$43,500.00
<b>Total</b>	<b><u>\$146,007.49</u></b> \$ 143,007.50

**\*\*We need a breakdown cost per additional mowing or any of the applications above**

*\*Polyon is a temperature controlled fertilizer which is activated by water/humidity. Once it is active it will only release nutrients during optimal growing temperature. It is the equivalent of fertilizing weekly which is recommended for high use active Bermuda fields.*

*\*\* The original price quoted was for \$10,500.00 yearly for all parks based on bi monthly visits doing spot treatments after an initial clean up. We suggest this method as sedge, spurge and other weeds are not controlled by pre- emergence herbicides. Frequent visits will ensure a more consistent product.*

*\*\*\* Aerification, we recommend more aerification at least 6 times per year and reduce verticutting to one and top dressing to one.*




**CITY OF MIAMI SPRINGS**  
Public Works  
345 N Royal Poinciana Blvd  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5170  
Fax: (305) 805-5195

Agenda Item No.  
City Council Meeting of:

9-23-2013 

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

**VIA:** Ronald Gorland, City Manager 

**FROM:** Thomas Nash, Public Works Director 

**DATE:** September 13, 2013

**RECOMMENDATION:**

Recommendation that Council approve an expenditure to SFM Services, Inc., the lowest responsible quote, in the amount of \$18,720.00, for street sweeping service pursuant to Section §31.11(C)(2) of the City Code.

**DISCUSSION:** Sweeping of downtown commercial area curbs & gutters

**COST:** \$ 18,720.00

**FUNDING:** Citizens Independent Transportation Trust  
Contractual Services  
Account Number: 135-0902-541-3400

**ATTACHMENT:** 3 Quotes

**PROFESSIONAL SERVICES APPROVAL:** 



Friday, September 13, 2013

Rosita Hernandez  
City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166-5289

Re: Sweeping Quote 2013

Dear Rosita:

Pursuant to your request, we can continue offering the city street sweeping services as per the specifications for the cost of \$180.00 per sweep. Therefore two sweeps per week at \$180.00 per sweep will be a total of \$18,720.00 per year.

We look forward to continue our business relationship with the City of Miami Springs. If you have any questions please feel free to contact me.

Sincerely,

*Christian Infante*  
Christian Infante  
Vice President



**Power Sweeping • Debris Removal • Hauling**

20533 Biscayne Blvd, Suite 443 • Aventura, Florida 33180  
Telephone: (305) 345-5891 • Fax: (800) 590-6291  
E-mail: info@ussweepinginc.com  
www.ussweepinginc.com

September 13, 2013

City of Miami Springs  
ATTN: Rosita Hernandez  
201 Westward Drive  
Miami Springs, FL 33166  
Phone: (305) 805-5170 x4228  
Fax: (305) 805-5177  
Email: hernandezr@miamisprings-fl.gov

RE: Sweeping Services

**Contract/Proposal**

Sweeping Services based on 5.02 miles of curbs.

To be swept 2x a week.....	total: \$190.00/sweep	initial _____
Yearly Total (@ 2x a week per 52 weeks).....	\$19,760/year	initial _____

This is a two year contract for 2 additional 1 year periods with a 60 day notification prior to the ending of the two year contract.

**Note:**

All Street Sweepers are oversized CDL operated Sweeper units with large sweeping capacity.

**Price includes:** All Labor and machinery

**Terms of Payment:** Due upon completion. If Payments are past due 30 days, a 2% finance charge will be added to balance.

**Legal dispute:** In the event of legal dispute the venue shall be Miami Dade County and prevailing party gets court costs and legal expense.

**Commencement date:**

\_\_\_\_\_  
Iris Bakar, President

\_\_\_\_\_  
Authorized agent for City of Miami Springs

# STAR CLEANING USA, INC.

19664 SW 69 Place, Pembroke Pines, FL 33332

Phone (954) 680-7827 Fax (954) 434-6467 – Email

All asphalt sweeping services from highway to parking lots

Visit us at <http://www.powersweeping.net>



September 12, 2013

City of Miami Springs  
201 Westward Drive  
Miami Springs, FL 33166  
Tel: (305)805-5170 ext. 4228.  
[hernandezr@miamisprings-fl.gov](mailto:hernandezr@miamisprings-fl.gov)

Attn: Rosa Hernandez  
Procurement Supervisor

Star Cleaning U.S.A., Inc. is pleased to submit the following proposal for mechanical sweeping services to the City of Miami Springs.

**Scope of work:**

- Provide mechanical sweeping services to 5.02 curb miles in the Downtown Area of the City of Miami Springs with a frequency of two (2) times per week at the price of \$99.60 per curb mile, for a total of \$500.00 per occurrence/\$1000.00 per week.

Payment must be received within 20 days after the invoice date.

\* No taxes will be applied to this service.

Respectfully,

Michael Gonzalez  
Operations Manager  
Star Cleaning U.S.A, Inc.

Approved by:

---

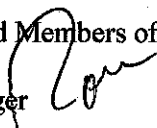



**CITY OF MIAMI SPRINGS**  
Golf and Country Club  
650 Curtiss Parkway  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5180  
Fax: (305) 805-5192

Agenda Item No.

City Council Meeting of:

9-23-2013

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager   
**FROM:** Paul O'Dell, Golf and Country Club Director /   
**DATE:** September 18, 2013

**RECOMMENDATION:**

Recommendation that Council waive the competitive bid process and approve an expenditure of \$2000.00, "on an as needed basis" to Titleist for purchasing driving range supplies and items for resale in the ProShop, pursuant to Section §31.11 (E)(6)(g) of the City Code.

**DISCUSSION:** Various items for the driving range and ProShop products.

**COST:**

Previously Approved by Council 10/8/12	\$24,912.00
<b>Current request:</b>	<b><u>\$ 2,000.00 Funds available</u></b>
Total vendor amount:	\$26,912.00

**FUNDING:**

Department/ Description:	Golf Course maintenance
Account Number:	001-5707-572-64-00

**PROFESSIONAL SERVICES APPROVAL:**



**CITY OF MIAMI SPRINGS**  
Public Works  
345 N Royal Poinciana Blvd  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5170  
Fax: (305) 805-5195

Agenda Item No. 86

City Council Meeting of:

9-23-2013

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager  
**FROM:** Thomas Nash, Public Works Director  
**DATE:** July 26, 2013

**RECOMMENDATION:**

Recommendation that Council Approve an Expenditure of \$39,520.00, to Wrangler Construction Inc., Utilizing Village of Palmetto Bay Bid 2011-PW-102 , as Provided in Section 31.11 (E) (5) of the City Code.

**REASON:** New sidewalks to coincide with roadway work @ Hammond Dr from Westward Dr to Lafayette Dr  
**COST:** \$ 39,520.00  
**FUNDING:** CITT funds  
Account No. 135-0902-541-46-00  
**DOCUMENTS:** Quote & Village of Palmetto Bay contract

**PROFESSIONAL SERVICES APPROVAL:**





# WRANGLER CONSTRUCTION, INC.

July 2, 2013

Mr. Lazaro Garaboa.

Via facsimile: Fax 305-805-5176

Re: Hammond Drive from Westward Dr to Lafayette Dr.  
Miami Springs, FL.  
From 200 to 600 Blk.

Subject: **New 4" concrete sidewalks.**

Dear Mr. Garaboa:

Please consider this correspondence as our Proposal for the Labor Material and Equipment needed for the completion of the **new 4" concrete sidewalks** at the referenced projects. All construction will be in accordance with the information provided during the site visit.

This Proposal is based only on a site visit. No Drawings and/or Technical Specifications were provided.

## **ARTICLE 1 - BASE BID SCOPE OF WORK**

- 1.1 Removal and disposal of approximately 1,600 LF of existing 4" concrete sidewalk (5 feet wide)
- 1.2 Installation of approximately 1,600 LF of new 5' wide x 4" thick concrete sidewalk (new sidewalks installation will include the corresponding base preparation.)
- 1.3 Installation of approximately 224 SF of new detectable warning surface (Twenty Eight (28) detectable tiles 2' x 4' each)
- 1.4 Maintenance of traffic.

## **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 Required police officers if any (By the City of Miami Springs.)
- 3.2 Permits costs and/or processing fees (By the City of Miami Springs.)
- 3.3 Sodding.
- 3.4 Wrangler Construction is not responsible for any unmarked underground utilities.

12855 SW 136 Avenue, Suite 200  
Miami, Florida 33186

Telephone: 305-278-1710  
Telefax: 305-278-1720

**ARTICLE 4 BASE BID QUOTATION**

*OUR LUMP SUM PROPOSAL FOR THE WORK:*

**THIRTY NINE THOUSAND FIVE HUNDRED TWENTY DOLLARS and NO  
CENTS (\$ 39,520.00).**

Please note that this Proposal is based **ONLY** on a site visit. No Drawings and/or Technical Specifications were provided.

All work will be done in accordance with the latest requirement requirements of the Miami Springs Public Work 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  
PM/Estimator

**WRANGLER**



January 17, 2013

Rafael A. Quesada  
Wrangler Construction, Inc  
12855 SW 136 Avenue #206  
Miami, Florida 33186

Re: Contract with Wrangler Construction, Inc for Villagewide Sidewalk Improvements

Dear Mr. Quesada,

On April 4<sup>th</sup>, 2011, Village of Palmetto Bay Council approved Resolution No. 2011-17, relating to Villagewide Sidewalk Improvements for the Village of Palmetto Bay.

Pursuant to Section 2.2. Term of Contract, the term of the agreement shall be for (3) years, with an option to allow for the Village, at its sole discretion, to extend this agreement for an additional one year (12 months). At this time, the Village is notifying Wrangler Construction, Inc of its obligation to provide services in accordance with the terms and conditions detailed in Contract No. 2011-PW-102 throughout the third year of the attached three year contract. If accepted by both parties, the continuance term of this subject contract is for Fiscal Year beginning October 1, 2012 through September 30, 2013.

Please indicate your company's concurrence of this contract continuance option below and return to our office in the enclosed self-addressed envelope. Should you need further information, please feel free to contact 305-969-5011.

**Wrangler Construction, Inc.**

Approved  
Rafael A. Quesada  
President

Disapproved  
Rafael A. Quesada  
President

**Village of Palmetto Bay**

Approved  
Ron E. Williams  
Village of Palmetto Bay Manager

Disapproved  
Ron E. Williams  
Village of Palmetto Bay Manager

Approved by Legal Sufficiency \_\_\_\_\_  
Eve Boutsis, Village of Palmetto Bay Attorney

9705 East Hibiscus Street, Palmetto Bay, Florida 33157  
Tel: 305.259.1234 • Fax: 305.259.1290

## **Piggyback Wrangler Construction Sidewalk Contract**

Corrice Patterson [cpatterson@palmettobay-fl.gov]

Sent: Friday, July 26, 2013 1:24 PM

To: Rosita Hernandez

Attachments: resolution 2011-17 and 201~1.pdf (2 MB)

Good Afternoon Rosita,

The Village of Palmetto Bay has and active contract with Wrangler Construction, Inc. for Sidewalk Improvements. The terms detailed in the contract no. 2011-PW-102 is for a three (3) year period with an option to renew for one (1) additional year per resolution 2011-17. The Village has no objection to Miami Springs request to piggy back onto its current contract with Wrangler Construction, Inc. The subject contract is effective fiscal year beginning October 1, 2012 through September 30, 2013 at which time the contract agreement will have met its expiration date.

The Village of Palmetto Bay will not be responsible for any inconsistencies or legal issues that the City of Miami Springs may encounter as a result of the city's decision to piggy back on an existing contract agreement between the Village of Palmetto Bay and Wrangler Construction, Inc.

Wishing you much success with your Sidewalk Project.

Regards,

Corrice E. Patterson, Director  
Public Works Department  
Village of Palmetto Bay  
9495 SW 180th Street  
Palmetto Bay, Florida 33157  
Office: (305) 969-5011  
Fax: (305) 969-5091  
[www.palmettobay-fl.gov](http://www.palmettobay-fl.gov)

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

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

**AGREEMENT ("CONTRACT")**

**BETWEEN OWNER AND CONTRACTOR**

THIS CONTRACTOR is dated as of the 20<sup>th</sup> day of April, in the year 2011, (which shall be the Effective Date of the Contract) by and between the Village of Palmetto Bay, (hereinafter sometimes called the "OWNER" or VILLAGE"), and Wrangler Construction Inc. (hereinafter sometimes called the "CONTRACTOR").

**Article 1. WORK.** CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Sidewalk Improvements for the Village (Contract No.2011-PW-102) includes, but may not be limited to, the furnishing of all labor, materials, tools, equipment, machinery and incidentals required to provide sidewalk improvements in the Village of Palmetto Bay.

The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

**VILLAGEWIDE SIDEWALK IMPROVEMENTS**

**Article 2. CONTRACT TIME.**

- 2.1 The Work will be completed within 60 calendar days after the date when the Contract Time commences to run as provided in paragraph 2.21 of the General Conditions.
- 2.2 **Liquidated Damages.** OWNER and CONTRACTOR recognize that time is of the essence of this Contract and that OWNER will suffer financial loss and other damages if the Work is not substantially or finally complete within the time specified in paragraph 3.1 above. They also recognize the expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not substantially or finally complete on time. CONTRACTOR acknowledges and agrees that the actual delay damages which OWNER will suffer in the event of delay in achieving Substantial Completion or Final Completion of the Work are difficult, if not impossible, to determine and that the liquidated damages described herein are a fair and reasonable estimate of the delay damages which the OWNER is expected to suffer in the event of such delay. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree, that as liquidated damages for delay (but not as a penalty); CONTRACTOR shall pay OWNER Two\* Hundred and Fifty and 00/100 dollars (\$250.00) for each day that expires after the time specified in Paragraph 3.1 for Final Completion. Liquidated damages shall be deducted from

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\* Corrected as per Addendum No. 1 Dated February 23<sup>rd</sup>, 2011

the CONTRACTOR's Final Application for Payment. However, if at the time of the CONTRACTOR's Final Application for Payment, CONTRACTOR is owed insufficient amounts to fully cover the deduction for liquidated damages, then CONTRACTOR shall pay any amount due within 10 days of written demand by OWNER.

**Article 3. CONTRACT PRICE.**

- 3.1 The contractor warrants by virtue of bidding that prices quoted shall remain fixed and firm during the term of this contract.
- 3.2 The estimated expenditures for this contract are twenty-five thousand dollars (\$25,000). This is an estimated amount; however, the Village may increase or reduce the amount of this contract based on availability of budgeted funds. The total estimated expenditures include the budget for the Public Works Department right of way and swale maintenance.

Contract Price: \$18,500.00

Contract Price (in words): Eighteen Thousand Five Hundred

**Article 4. PAYMENT PROCEDURES.**

CONTRACTOR shall submit Applications for Payment in accordance with Section 2.8 of the Special Conditions. Applications for Payment will be processed by Village of Palmetto Bay as provided in the Special Conditions.

- 4.1. Progress Payments. OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by Village of Palmetto Bay, on or before the 28th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided in paragraph 2.8 of the Special Conditions and the requirements of the Contract Documents.
- 4.1.1 Prior to Substantial Completion, progress payments will be in an amount equal to: 90% of the Work completed and 90% of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.
- 4.2. Final Payment. Upon Final Completion and acceptance of the Work, OWNER shall pay the remainder of the Contract Price as following written final acceptance of work as provided in said paragraph 2.8 of the Special Conditions.

**Article 5. INTEREST. Not Applicable**

**Article 6. CONTRACTOR'S REPRESENTATIONS.**

In order to induce OWNER to enter into the Contract, CONTRACTOR makes the following representations:

- 6.1. CONTRACTOR has thoroughly and to its full satisfaction familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state and local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work. CONTRACTOR has: (a) examined the Contract Documents, Project Specifications and Drawings thoroughly to its full satisfaction and has undertaken the responsibility to determine, within the scope of CONTRACTOR's competence as a licensed General Contractor, that the Project Specifications and Drawings are fit and proper for the performance of the Work and to the best of CONTRACTOR's knowledge are: (i) free from material errors, omissions, and/or inconsistencies; and (ii) are in compliance with applicable laws, statutes, building codes, ordinances, rules and regulations, recognizing however, that CONTRACTOR is not responsible for the design of the Project; (b) visited the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work; (c) examined the Project Site to its full satisfaction, including any existing work or improvements in place, and has determined that the same are fit and proper to receive the Work in their present condition and CONTRACTOR waives all claims that same are not in accordance with all data and information with respect to the Project as specified in the Drawings and Project Specifications and/or as provided by OWNER and Engineer; (d) familiarized himself with federal, state and local laws, ordinances, rules, policies, and regulations that may in any manner affect cost, progress or performance of the Work; (e) studied and carefully correlated CONTRACTOR's observations with the Contract Documents; and (f) at CONTRACTOR's own expense, made or obtained any additional examinations, investigations, explorations, tests and studies, and obtained any additional information and data which pertain to the physical conditions (surface, sub-surface and underground facilities) at or contiguous to the Project or otherwise which may affect cost, progress, performance or furnishing of the Work and which CONTRACTOR deems necessary to determine its Contract Price for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the Contract Documents.
  
- 6.2 The Contractor acknowledges that he has investigated prior to bidding and satisfied himself as to the conditions affecting the work, including but not limited to those bearing upon transportation, disposal, handling and storage of material, availability of labor, water, electric, power, roads and uncertainties of weather, river stages, tides, water tables or similar physical conditions at the site, the conformation and conditions of the ground, the character of equipment and facilities needed preliminary to and during prosecution of the work. The Contractor further acknowledges that he has satisfied himself as to the character, quality and quantity of surface and subsurface materials or obstacles to be encountered insofar as this

information is reasonably ascertainable from an inspection of the site, including all exploratory work done by the Village on the site or any contiguous site, as well as from information presented by Drawings and Specifications made part of this Contract, or any other information made available to them prior to receipt of bids. Any failure by the Contractor to acquaint themselves with the available information will not relieve them from responsibility for estimating properly the difficulty or cost of successfully performing work. The Village assumes no responsibility for any conclusions or interpretations made by the Contractor on the basis of the information made available by the Village.

**Article 7. CONTRACT DOCUMENTS.**

The Contract Documents which comprise the entire Contract between OWNER and CONTRACTOR are attached to this Contract, made a part hereof and consist of the following:

- 7.1. This Contract (pages C-1 to C-6, inclusive)
- 7.2. Exhibits to this Contract
- 7.3. Bid Forms and Bid Bonds (Performance and Payment)
- 7.4. Notice of Intent to Award
- 7.5. Notice to Proceed
- 7.6. General Conditions (pages GC-1-GC-14, inclusive)
- 7.7. Special Conditions (pages SC-1-SC-13, inclusive)
- 7.8. Scope of Work (Pages SW-1-SW-2, inclusive)
- 7.9. Specifications and Special Provisions (pages SP-1-SP-5, inclusive)
- 7.10. Addenda
- 7.11. CONTRACTOR'S BID
- 7.12. Documentation submitted by CONTRACTOR prior to Notice of Intent to Award
- 7.13. Any Modifications, including Change Orders, duly delivered after execution of the Contract.
- 7.14. Advertisement for Bid.

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be altered, amended or repealed by a Modification (as defined in Section 1 of the General Conditions).



**Article 8. MISCELLANEOUS**

- 8.1. Terms used in this Contract which are defined in Article 1 shall have the meanings indicated in the General Conditions.
- 8.2. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.
- 8.3. OWNER and CONTRACTOR each binds himself, his partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.
- 8.4. This Contract may be executed in counterparts.
- 8.5. Should there be any action brought to enforce the terms of this Contract, the prevailing party shall be entitled to recovery of attorney's fees (including paralegal fees) incurred through mediation, arbitration, or the appellate processes.
- 8.6. The OWNER shall retain the ownership of all shop drawings and design drawings once payment therefore is made.
- 8.7. OWNER and CONTRACTOR hereby knowingly, irrevocably, voluntarily and intentionally waive any right either may have to a trial by jury in respect to any action or proceeding based upon the Contract Documents or arising out of, under, or in connection with the Work or the Project.

IN WITNESS WHEREOF, the parties hereto have signed 3 copies of this Contract. At least one counterpart each has been delivered to OWNER, CONTRACTOR, and ENGINEER. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by ENGINEER on OWNER'S behalf.

**OWNER**

Village of Palmetto Bay

**ADDRESS**

9705 E. Hibiscus Street

Palmetto Bay, FL 33157

BY 

Ron E. Williams

Print Name

Village Manager

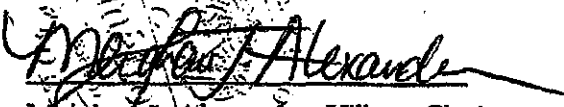
Title

WITNESS 

Corrice E. Patterson

Print Name

(CORPORATE SEAL)



Maighan J. Alexander, Village Clerk



Eve A. Boutsis, Village Attorney

**CONTRACTOR**

Wrangler Construction, Inc.

**ADDRESS**

12855 SW 136 Avenue #206

Miami, Florida 33186

BY 

Rafael A. Quesada

Print Name

President

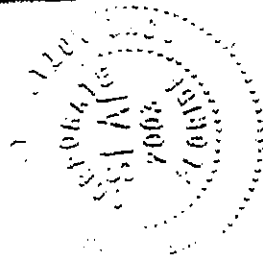
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WITNESS 

Carla Quesada

Print Name

(CORPORATE SEAL)



END OF SECTION

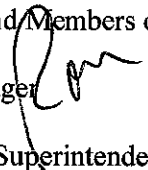
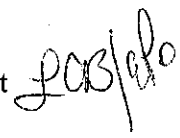


**CITY OF MIAMI SPRINGS**  
Golf and Country Club  
650 Curtiss Parkway  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5180  
Fax: (305) 805-5192

Agenda Item No.

City Council Meeting of:

9-23-2013

**TO:** Honorable Mayor Garcia and Members of the City Council  
**VIA:** Ronald Gorland, City Manager   
**FROM:** Laurie Bland, Golf Course Superintendent   
**DATE:** September 19, 2013

**RECOMMENDATION:**

Recommendation that Council waive the competitive bid process and approve an expenditure of \$300.00, "on an as needed basis" to John Deere Lesco for purchasing new divot boxes for the remainder of Fiscal Year 2012-2013, pursuant to Section §31.11 (E)(6)(g) of the City Code.

**DISCUSSION:** To improve playability of the fairway and tee surfaces. And replace the damage boxes.

**COST:** Previously Approved \$33,000.00 (10/2012)  
Current request: \$ 300.00 Funds available  
Total vendor amount: \$33,300.00

**FUNDING:** Department/ Description: Golf Course maintenance  
Account Number: 001-5708-572-31-00

**PROFESSIONAL SERVICES APPROVAL:**



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

TO: Honorable Mayor Garcia and Members of the City Council  
 FROM: Suzanne S. Hitaffer, Acting City Clerk *S. Hitaffer*  
 DATE: September 19, 2013  
 SUBJECT: PENDING BOARD APPOINTMENTS

\*\*\*\*\*

The following appointments are pending:

APPOINTMENT COUNCILMEMBER	CURRENT MEMBER	NEW TERM EXPIRES	ORIGINAL APPOINTMENT DATE	LAST APPOINTMENT DATE
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Board of Adjustment/Zoning and Planning Board

Mayor Xavier Garcia	Francisco Fernández	04-30-2015	10-14-1991	11-28-2011
Councilman Bain – Group 2	Ernie Aloma	04-30-2016	04-13-2009	01-11-2011
Councilman Lob – Group 3	Bill Tallman	04-30-2016	01-11-2010	05-14-2012

Architectural Review Board

Councilman Bain – Group 2	Joe Valencia	10-31-2014	02-27-2012	02-27-2012
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Code Enforcement Board

Mayor Xavier Garcia	Walter Dworak	09-30-2016	11-14-2005	09-14-2010
Councilman Petralanda-Group 4	Robert Williams	09-30-2016	03-10-2008	10-25-2010

Civil Service Board

Vice Mayor Windrem – Group 1	Rob Youngs	06-30-2015	01-11-2010	01-11-2010
Councilman Bain – Group 2	Carrie Figueredo	06-30-2015	08-24-2009	08-24-2009

Code Review Board

Mayor Xavier Garcia	Connie Kostyra*	04-30-2015	VACANT	VACANT
Councilman Lob – Group 3	Dan Dorrego	04-30-2016	08-11-2003	05-24-2010
Councilman Petralanda-Group 4	Jana Armstrong	04-30-2016	06-11-2001	05-10-2010

Disability Advisory Board

Mayor Xavier Garcia	Charlene Anderson*	12-31-2013	VACANT	VACANT
Councilman Bain – Group 2	Peter Newman*	12-31-2013	VACANT	VACANT

Ecology Board

Vice Mayor Windrem – Group 1	Martin Crossland*	04-30-2015	VACANT	VACANT
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APPOINTMENT COUNCILMEMBER	CURRENT MEMBER	NEW TERM EXPIRES	ORIGINAL APPOINTMENT DATE	LAST APPOINTMENT DATE
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Education Advisory Board

Mayor Xavier Garcia	Caridad Hidalgo	05-31-2015	01-28-2013	01-28-2013
Vice Mayor Windrem – Group 1	Michael G. Hunter	05-31-2015	05-14-2012	05-14-2012
Councilman Bain – Group 2	Dr. Mara Zapata	05-31-2015	06-13-2011	06-13-2011
Councilman Lob – Group 3	Dr. John Salomon	05-31-2015	12-14-2009	06-13-2011

Golf and Country Club Advisory Board

Mayor Xavier Garcia	Michael Dominguez	07-31-2013	04-12-2010	09-26-2011
Vice Mayor Windrem – Group 1	Mark Safreed	07-31-2013	08-08-2005	06-27-2011
Councilman Bain – Group 2	George Heider	07-31-2013	08-13-2001	06-27-2011
Councilman Lob – Group 3	Ken Amendola	07-31-2013	10-10-2011	10-10-2011
Councilman Petralanda-Group 4	Art Rabade	07-31-2013	03-11-2013	03-11-2013

Historic Preservation Board

Mayor Xavier Garcia	Sydney Garton**	01-31-2016	11-08-1993	02-08-2010
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Recreation Commission

Mayor Xavier Garcia	E. Jorge Santin	04-30-2016	04-14-2008	12-13-2010
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Revitalization & Redevelopment Ad-Hoc Committee

Vice Mayor Windrem – Group 1	Arturo Rábade*	N/A	VACANT	VACANT
Councilman Petralanda-Group 4	Todd Stiff*	N/A	VACANT	VACANT

\* Connie Kostyra resigned on April 28, 2011.  
 Charlene Anderson resigned on June 6, 2011.  
 Peter Newman resigned on August 1, 2009.  
 Martin Crossland resigned on January 9, 2013.  
 Todd Stiff resigned from the Revitalization & Redevelopment Ad-Hoc Committee to become the alternate member of the Board of Adjustment/Zoning & Planning Board  
 Arturo Rábade was removed by Councilman Best on January 28, 2013.

\*\* Historic Preservation 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.....”

\*\*\* Three absences

cc: City Manager  
 Assistant City Manager/Finance Director  
 City Attorney  
 Affected Board Members



**CITY OF MIAMI SPRINGS  
OFFICE OF THE CITY CLERK**

201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: 305.805.5006  
Fax: 305.805.5028

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

**FROM:** Suzanne S. Hitaffer, Acting City Clerk

**DATE:** September 11, 2013

**SUBJECT:** Recreation Commission Recommendation

Based on their actions taken at their meeting of September 10, 2013, the Recreation Commission members would like to bring the following recommendation to the attention of the City Council:

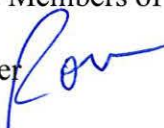
*“Board member Santin made a motion to nominate Douglas Orr as the first candidate to be inducted into the Wall of Fame. Board member Anthony seconded the motion which was carried unanimously on voice vote”.*

9-23-2013.



**CITY OF MIAMI SPRINGS**  
Recreation Department  
1401 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5075  
Fax: (305) 805-5077

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

**VIA:** Ronald Gorland, City Manager 

**FROM:** Omar Luna, Recreation Director

**DATE:** September 18, 2013

**RE:** **WOF Plaque Discussion**

Please note that I have provided (5) different options for discussion. The WOF Plaque will be placed in the Miami Springs Community Center (Location TBD) and I provided a couple of options that will work well in the Community Center.

**Option 1:** Is a very nice state of the art Decorative Wall Recognition Plaque that has an area where we can write something that explains what this is. It also has marble slots that we will be able to use for our inductees, etc. This plaque roughly cost \$1,000.00 and the marble slots are roughly \$10.00 a piece.

**Options 2:** This is your standard Wall Recognition Plaque. These run for roughly \$1,000.00 and the plate cost about \$5.00 a piece.

**Options 3:** Is also very nice state of the art Decorative Wall Recognition Plaque. It also has marble slots that we will be able to use for our inductees, etc. This plaque roughly cost \$1,000.00 and the marble slots are roughly \$10.00 a piece.

**Option 4:** This is a very nice Plaque that has a very detailed border and the option for a 3D Logo. The border has a crown molding affect that gives the plaque a 3D feeling. This plaque also has the plates available for \$8.00, but the plaque could roughly cost \$2,000 - \$4,000.

**Option 5:** This plaque is very similar to option (4), but it does not have the distinctive border. The cost is roughly 1,300.00 to 3,000.00. This plaque also has the plates available for \$8.00.

We believe that any of the following options will be a great addition to the Community Center. However, I think that Options (1) and Option (4) are both adequate for what we want. Option 1 is a modern state of the art Decorative Wall Recognition Plaque that fits really well with the design of the Community Center. Option 2 is a traditional Wall Recognition Plaque with a little flair to it. I would recommend anyone of these options for the WOF Plaque at the Community Center.

# Donor Wall Recognition

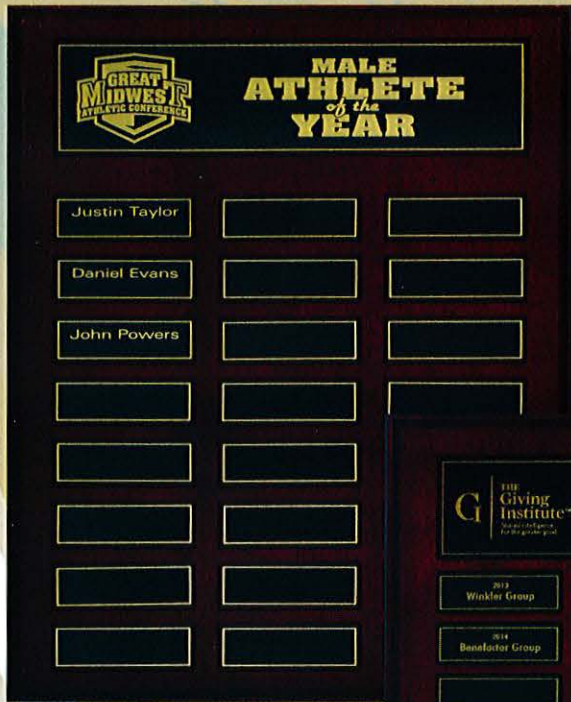


A. DW-4022 22"X40"





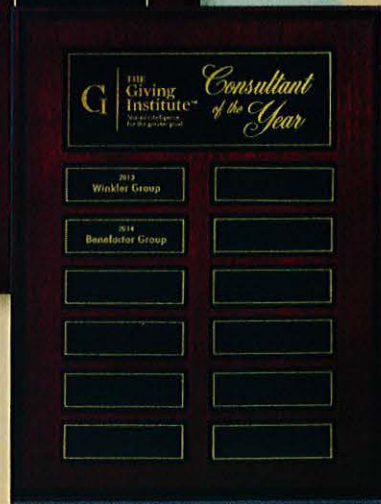
# ANNUAL AND MONTHLY RECOGNITION



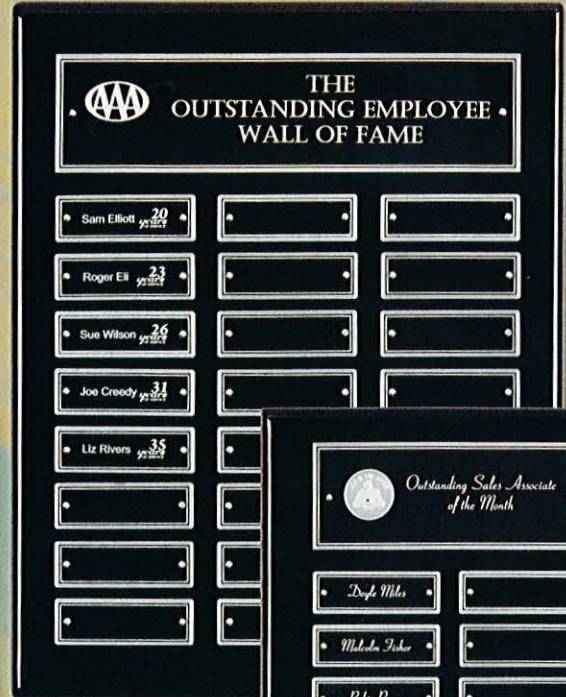
A. MP-210D 12"x15" 24 PLATES



MAGNETIC PLATES



B. MP-210C 9"x12" 12 PLATES



C. MP-510D 12"x15" 24 PLATES



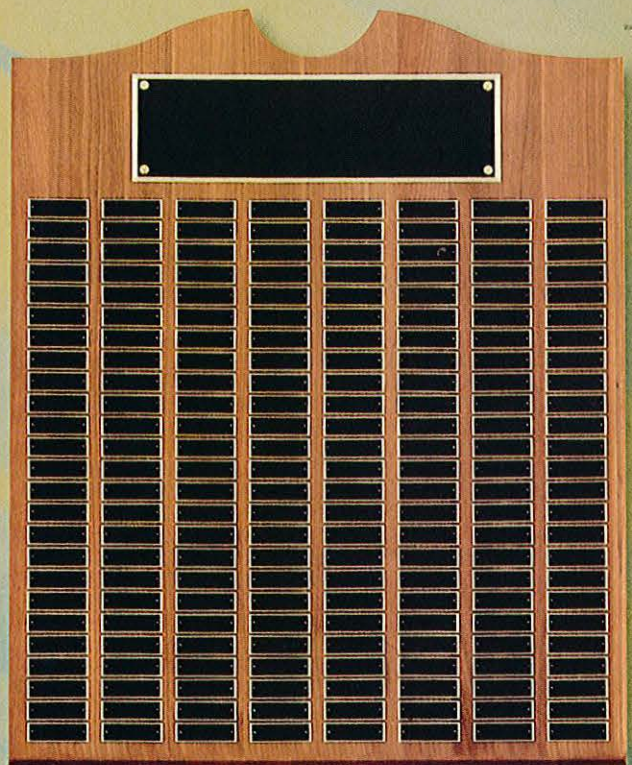
D. MP-510C 9"x12" 12 PLATES



E. MP-SCROLL1620 16"x20" 44 PLATES



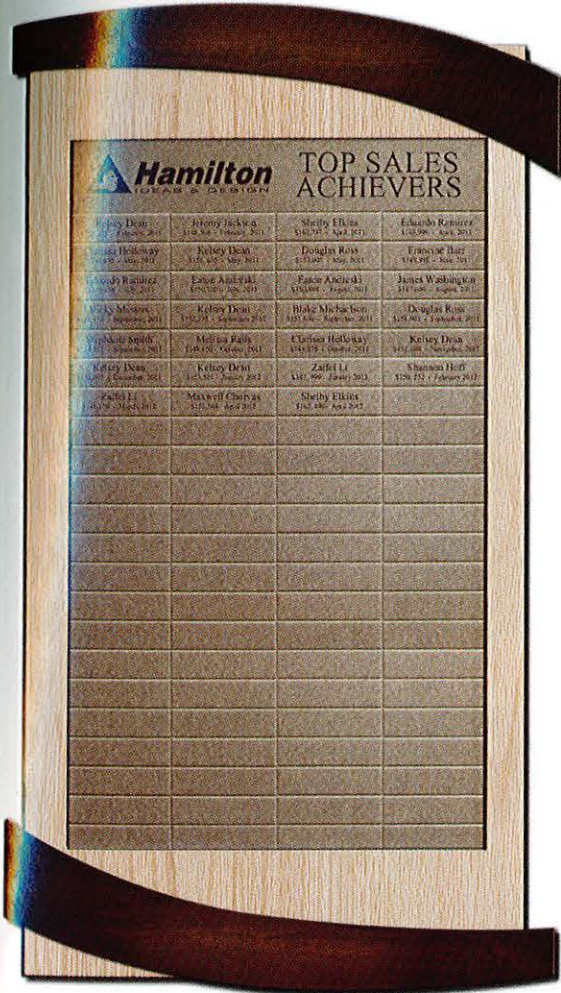
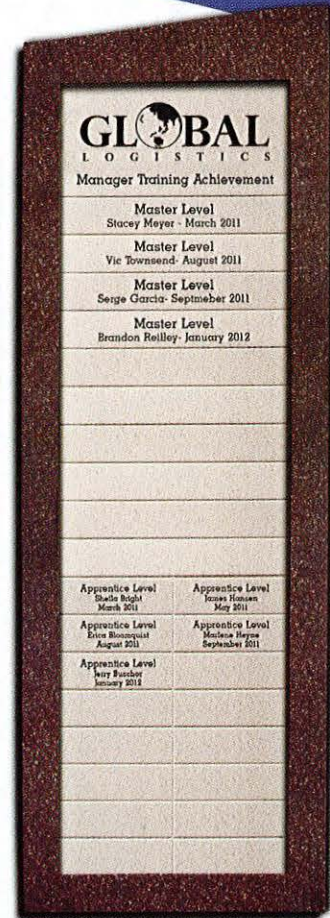
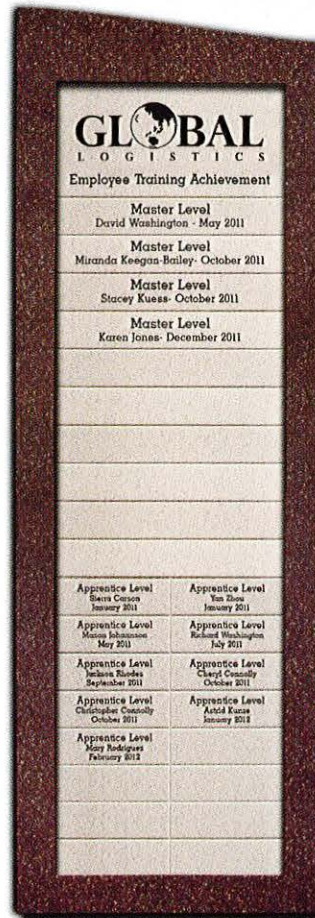
F. MP-SCROLL912 9"x12" 12 PLATES



G. P1563 28"x35" 200 PLATES

## TRAINING

Two 12 x 36 Corian frames with magnetic Corian plates in two sizes were used to recognize employees who completed advanced training courses.

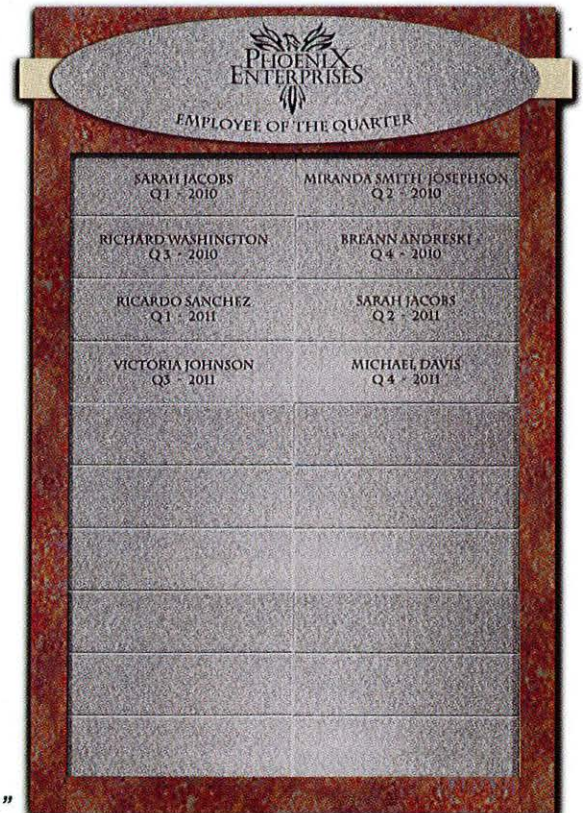


## SALES RECOGNITION

A 19 x 35 Wood Frame with 88 (4 x 1) magnetic Corian Plates was designed to recognize associates exceeding monthly sales goals.

## EMPLOYEE OF THE QUARTER

A 16 x 27 laminate frame with 20 (6 x 2) magnetic Corian plates was used to honor those named "Employee of the Quarter."



# PLAQUES

## PERPETUAL PANELS with 3D Logo

Our perpetual panels are constructed using a solid wood frame around a matching veneer back panel. Our standard wood species are mahogany, cherry, and oak. Custom wood species and finishes are available. The federal bonnet top panel will allow you to display your 3D logo.



Detail of plaque



Additional plate options include antique brass & pewter. Please call for pricing.



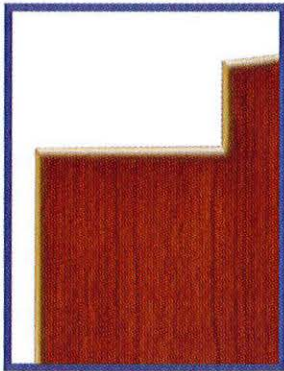
Shown in antique cherry finish

					30" W x 40-1/2" H	# of Plates	W"xH" Plate	Price with Gold/ Silver Tone Plates	Price with Brass Plates
18-1/2" W x 25-1/2" H					PA30027	27	2 x 7	\$2843	\$3188
					PA30048	48	1-1/2 x 5-1/4	3339	3952
PA18S06	6	2 x 6	\$2036	\$2113	PA30060	60	1-5/8 x 4-1/2	3588	4353
PA18S12	12	1-5/8 x 4-1/2	2179	2331	PA30070	70	1-1/4 x 4	3861	4753
PA18S18	18	1-1/4 x 4	2321	2550	PA30112	112	1-1/8 x 3	4018	5446
PA18S24	24	1-1/8 x 3	2463	2769					
					36" W x 42" H				
18" W x 34" H					PA36040	40	2 x 7	\$3369	\$3879
PA18016	16	2 x 6	\$2364	\$2568	PA36065	65	1-1/2 x 5-1/4	3961	4790
PA18027	27	1-5/8 x 4-1/2	2624	2969	PA36072	72	1-5/8 x 4-1/2	4127	5045
PA18036	36	1-1/4 x 4	2838	3296	PA36105	105	1-1/4 x 4	4909	6247
PA18052	52	1-1/8 x 3	3217	3879	PA36153	153	1-1/8 x 3	5327	7278
24" W x 37" H					48" W x 48" H				
PA24027	27	2 x 6	\$2698	\$3041	PA48060	60	2 x 8	\$3970	\$4736
PA24033	33	1-1/2 x 5-1/4	2840	3261	PA48072	72	2 x 6	4255	5172
PA24044	44	1-5/8 x 4-1/2	3027	3588	PA48105	105	1-1/2 x 5-1/4	5036	6374
PA24052	52	1-1/4 x 4	3289	3952	PA48162	162	1-1/4 x 4	6386	8450
PA24096	96	1-1/8 x 3	3548	4772	PA48204	204	1-1/8 x 3	6543	9143

# PERPETUAL PLAQUES

## with 3D Logo

Our perpetual plaques are constructed using mahogany, cherry, or oak veneers. The Federal Bonnet Top Plaque will allow you to display your 3D logo. The precision cove edge routed into the plaque is finished with your choice of gold or silver leaf to coordinate with the logo and/or the engraved plates.



Detail of plaque



Additional plate options include antique brass & pewter. Please call for pricing.



Shown in cherry finish

					30" W x 40-1/2" H	# of Plates	W"xH" Plate	Price with Gold/Silver Tone Plates	Price with Brass Plates
18-1/2" W x 25-1/2" H	# of Plates	W"x H" Plate	Price with Gold/Silver Tone Plates	Price with Brass Plates	PC30027	27	2 x 7	\$2115	\$2459
	6	2 x 6	\$1308	\$1385	PC30048	48	1-1/2 x 5-1/4	2612	3224
	12	1-5/8 x 4-1/2	1450	1603	PC30060	60	1-5/8 x 4-1/2	2860	3624
	18	1-1/4 x 4	1592	1821	PC30070	70	1-1/4 x 4	3133	4025
	24	1-1/8 x 3	1734	2041	PC30112	112	1-1/8 x 3	3289	4717
18" W x 34" H					36" W x 42" H				
	16	2 x 6	\$1636	\$1840	PC36040	40	2 x 7	\$2641	\$3151
	27	1-5/8 x 4-1/2	1896	2240	PC36065	65	1-1/2 x 5-1/4	3233	4062
	36	1-1/4 x 4	2109	2568	PC36072	72	1-5/8 x 4-1/2	3399	4316
	52	1-1/8 x 3	2488	3151	PC36105	105	1-1/4 x 4	4179	5518
24" W x 37" H					PC36153	153	1-1/8 x 3	4598	6550
	27	2 x 6	\$1969	\$2313	48" W x 48" H				
	33	1-1/2 x 5-1/4	2110	2532	PC48060	60	2 x 8	\$3242	\$4007
	44	1-5/8 x 4-1/2	2299	2860	PC48072	72	2 x 6	3526	4444
	52	1-1/4 x 4	2561	3224	PC48105	105	1-1/2 x 5-1/4	4308	5646
	96	1-1/8 x 3	2820	4043	PC48162	162	1-1/4 x 4	5657	7722
					PC48204	204	1-1/8 x 3	5813	8413

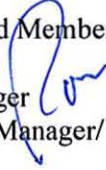




**CITY OF MIAMI SPRINGS**  
Finance Department  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5035  
Fax: (305) 805-5018

Agenda Item No.

City Council Meeting of:  
9-23-2013

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

**VIA:** Ronald Gorland, City Manager   
William Alonso, Asst. City Manager/ Finance Director 

**FROM:** Tammy Romero, Professional Services Supervisor 

**DATE:** September 17, 2013

Recommendations that Council reject the bids received for Golf Course Labor Maintenance RFP# 03-12/13 and authorize a re-bid for the following reasons:

- The responses were not well represented and the City expected more companies to respond to the request. Nineteen companies (Attachment "A") were notified of the opportunity to bid, only 4 companies attended the Mandatory Pre-Bid Meeting (Attachment "B") of which two companies responded to the bid (Attachment "C") on September 12<sup>th</sup>, 2013.
- The lowest bid proposal came in at approximately 20K over our FY 13/14 proposed budget.
- The RFP had a glitch in the "Proposal Pricing" sheet and did not clearly represent the City's intention of requesting rates for different functions and did not delineate the various positions requested and rate of pay per job position.

Time allows for us to re-bid the project as we can continue utilizing the current piggyback option with the City of Coral Gables for the labor services. We would like to re-bid the RFP before a recommendation to award will be made. All nineteen companies will be notified of the opportunity to rebid, in addition to including Professional Employer Organizations (PEO), which according to Mr. Paul O'Dell Golf Course Director are considered an industry standard for these services.

Name of vendor	Contact Person	Email	Telephone	Address	City	State	Zip
DBI Services	Amanda Bidgood	abidgood@dbiservices.com	1-570-459-1112	100 North Conahan Drive	Hazleton	PA	18201
Davey Golf Course Maintenance	Tom Schlick	thomas.schlick@davey.com	407-293-8434	2813 S. Hiawasse Rd, Suite 305	Orlando	FL	32835
Down to Earth, Inc.	Kris Chambrot	kris@down2earthinc.com	352-470-2408	PO Box 738	Tanerine	FL	32777
Easy Grass, LLC	Raul Martinez	raul@easygrass.net	305-234-5800	14181 SW 143 Ct	Miami	FL	33186
Golf Maintenance Solutions	Dean Wochaski	dean@golfsolutions.com	757-427-1712	2528 Sanderson Lane	Virginia Beach	FL	23456
Greens Grade Services	Kenny Kniaz	Greensgrade@bellsouth.net	954-309-6984	12253 NW 11th Street	Pembroke Pines	FL	33026
GreensKeeper		greenskeeperlc@aol.com					
Green Source Inc.	Rich Peraza	rperaza@greensourceinc.com	305.987.8456	4800 SW 201st Terrace	Southwest Ranches	FL	33332
Greenway Golf		info@greenwaygolf.com; ken@greenwaygolf.com					
Grounds group	Julissa Martinez	julissam@groundsgroup.com	954-476-9027	1110 S Flamingo Road	Davie	FL	33325
Hampton Golf, Inc.	Scott Winch	swinch@hamptongolfclubs.com	904-564-9129				
International Golf Maintenance, Inc.	Jennifer George	jgeorge@igminc.net	407-589-7200	8390 Champions Gate Blvd., Suite 200	Chamoions Gate	FL	33896
OneSource Landscape & Golf Course Sef	Shelbey Rudlin	saleshire@one-source.com		1093 Jupiter Park Lane	Jupiter	FL	33458
Pacesetter Personnel Services	Larry Kosta	lkosta@pps.com	512-474-4481	120 Mountain Laurel Way	Austin	TX	78737
PSGWork	Chris Thormo	cthormo@psgwork.com	561-616-2887	1300 North Florida Mango Road Suite 19	West Palm Beach	FL	33409
South Florida Maintenance Services	Christian Infante	Cinfante@sfmtservices.com	305-818-2424	9700 NW 79th Avenue	Hialeah	FL	35530
Tee Off Temps	Jim; Bob; Kyle; Michael	jim@tee-off-temps.com; bob@tee-off-temps.com; kyle@tee-off-temps.com; michael@tee-off-temps.com					
Trojan Labor	AJ Willocks; Phil Pierce	philpierce@trojanlabor.com; 'miami@trojanlabor.com'	305-688-8997	12137 NW 7th Avenue	North Miami	FL	33168
Valley Crest Golf Course Maintenance	Larry Hanks; Maribel Quezada	lhanks@valleycrest.com; mquezada@valleycrest.com	352-688-1209; 305-820-9299; 818-223-8500	24151 Ventura Blvd	Calabasas	CA	91302

**Mandatory Pre-Bid Conference**  
**RFP# 03-12/13**  
**Golf Course Labor Maintenance**  
**at 650 Curtiss Pkwy**  
**August, 27th, 2013 at 9:30 A.M.**

<b>Name:</b>	<b>Company:</b>	<b>Address:</b>
MARIO LIANAROLO	SFM SERVICES, INC	49700 NW 7 <sup>th</sup> DR HAVEN HILLS FL 32256
<b>Phone:</b>	<b>E-Mail:</b>	
905-219-8767	mlianos@sfmservices.com	
<b>Name:</b>	<b>Company:</b>	<b>Address:</b>
Kris Chambrot	Down to Earth Golf	P.O. Box 738 Tonguee, FL 32777
<b>Phone:</b>	<b>E-Mail:</b>	
352-470-2408	Kris@down2earthinc.com	
<b>Name:</b>	<b>Company:</b>	<b>Address:</b>
KELLER DRENDER	HAMPTON GOLF	10401 DEERWOOD PARK BLVD JACKSONVILLE FL 32256
<b>Phone:</b>	<b>E-Mail:</b>	
(904) 564-9129	J KUEHN at HAMPTON GOLF.	
<b>Name:</b>	<b>Company:</b>	<b>Address:</b>
KEVIN KUNAT	GREENSERVANT	12055 NW 11 ST MIRAGE FL 32256
<b>Phone:</b>	<b>E-Mail:</b>	
954-309-6984	GREENSERVANT@BellSouth.net	







**CITY OF MIAMI SPRINGS**  
City Manager  
201 Westward Drive  
Miami Springs, FL 33166-5259  
Phone: (305) 805-5010  
Fax: (305) 805-5040

Agenda Item No.

City Council Meeting of:

9-23-13

*[Handwritten initials]*

**TO:** Honorable Mayor Garcia and Members of the City Council  
**FROM:** Ron Gorland, City Manager *[Handwritten signature]*  
**DATE:** September 17, 2013

**RECOMMENDATION:**

Support the Miami-Dade County Military Affairs Board invitation to join the *Golden Veterans Parade – 50<sup>th</sup> Anniversary Commemoration (attachment "A")* by providing the requested resolution (*Attachment "B"*), a contribution of \$500, and in-kind support (if applicable).

**DISCUSSION:**

Subject appreciation parade is to be held downtown on November 8<sup>th</sup>. It is a one-time event to honor the 50<sup>th</sup> anniversary of the Vietnam war returning veterans and to salute our Bay of Pigs veterans.

As you're aware, I can personally attest to the deplorable returning Vietnam veterans experience and the appreciation that all Vietnam veterans as well as all veterans of all wars have for the proposed event.

**BUDGET:**

Funding recommended from the City Council Circle Events fund 001-0101-511-48-00



José "Pepe" Díaz  
COMMISSIONER

*Board of County Commissioners*  
MIAMI-DADE COUNTY – FLORIDA

DISTRICT 12  
111 N.W. FIRST STREET  
MIAMI, FLORIDA 33128-1963  
(305) 375-4343  
FAX (305) 470-1791  
E-MAIL: district12@miamidade.gov

CITY OF MIAMI SPRINGS  
2013 SEP - 3 P 12:44

August 27, 2013

Mayor Xavier M. Garcia  
201 Westward Drive  
Miami Springs, FL 33166

Honorable Mayor Xavier M. Garcia,

I hope this letter finds you well! As Chairman of the **Miami-Dade County Military Affairs Board** I want to invite you and your City to join our efforts in hosting the **"Golden Veterans Parade – 50<sup>th</sup> Anniversary Commemoration,"** a one-time event, where as a community we will finally welcome back our Vietnam Veterans and salute our Bay of Pigs and all veterans in Miami-Dade County and the entire State of Florida.

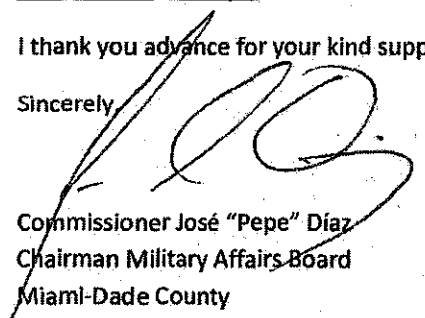
This long overdue one-time commemorative event has been inspired by the Presidential proclamation naming the next 13 years the 50<sup>th</sup> Anniversary of the Vietnam War, and seeks to honor those veterans who because of anti-war sentiments were never given a proper welcome back reception. The Parade will start at noon on November 8<sup>th</sup>, 2013 down the symbolic Flagler Street into *Bayfront Park* for a commemorative ceremony and community concert until sunset.

I humbly ask that you consider backing this massive undertaking by way of resolution, for financial and in-kind support. We are working closely with the City of Miami, where the parade will take place but need the prompt support and involvement from all the other municipalities. Enclosed you shall find a copy of the Miami-Dade County Resolution of support to this event, as reference.

If you have any questions or need more information please contact Gloria Garcés at my district office 305.599.1200 [ggarcés@miamidade.gov](mailto:ggarcés@miamidade.gov) or Gustavo Cruz, Executive Director of the Military Affairs Board [gcruz@miamidade.gov](mailto:gcruz@miamidade.gov).

I thank you advance for your kind support and prompt attention to this matter!

Sincerely,

  
Commissioner José "Pepe" Díaz  
Chairman Military Affairs Board  
Miami-Dade County

CC: RONALD K. GORLAND ✓  
CITY MANAGER

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 11(A)(10)  
7-16-13

RESOLUTION NO. \_\_\_\_\_

RESOLUTION COMMEMORATING THE 50<sup>TH</sup> ANNIVERSARY OF THE VIETNAM WAR; EXPRESSING SUPPORT FOR THE NOVEMBER 8, 2013 PARADE SPONSORED BY THE MIAMI-DADE COUNTY MILITARY AFFAIRS BOARD WELCOMING HOME AND REMEMBERING VIETNAM VETERANS; DIRECTING THE MAYOR OR MAYOR'S DESIGNEE TO PROVIDE THE NECESSARY STAFF AND IN-KIND SUPPORT TO COORDINATE THE PARADE WHEN THE COMMISSION APPROVES THE SOURCE OF THE FUNDS AND THE NECESSARY AMOUNT AT A LATER DATE; AND ALLOCATING \$50,000.00 TO THE MILITARY AFFAIRS TRUST FUND FOR THE PARADE WHEN THE COMMISSION APPROVES THE SOURCE OF THE FUNDS AT A LATER DATE

**WHEREAS**, beginning on Memorial Day 2012, the Federal government initiated a partnership with local governments, private organizations, and communities across America to participate in the Commemoration of the 50th Anniversary of the Vietnam War; and

**WHEREAS**, the Commemoration of the 50th Anniversary of the Vietnam War is a 13-year program to honor and thank the generation of proud Americans who served our country during one of the most challenging missions ever faced by our nation; and

**WHEREAS**, this Board wishes to join in the commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War; and

**WHEREAS**, the Commemoration of the 50th Anniversary of the Vietnam War is a tribute to the valor of more than 3 million servicemen and women who left their families to serve bravely; and

**WHEREAS**, through more than a decade of combat, over air, land, and sea, these proud Americans upheld the highest traditions of our Armed Forces; and

**WHEREAS**, as a grateful Nation, we honor more than 58,000 patriots who sacrificed their lives during the Vietnam War and remember those who were wounded and still carry the scars of war; and

**WHEREAS**, the Military Affairs Board is sponsoring a parade, scheduled for November 8, 2013, commemorating the 50<sup>th</sup> Anniversary of the Vietnam War, and welcoming home and remembering our Vietnam veterans; and

**WHEREAS**, this Board believes that it is in the best interest of the citizens of Miami-Dade County to support the November 8, 2013 parade sponsored by the Military Affairs Board,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board: (1) joins in the Commemoration of the 50<sup>th</sup> anniversary of the Vietnam War; (2) supports the November 8, 2013 parade sponsored by the Military Affairs Board welcoming home and remembering our Vietnam veterans and Bay of Pigs veterans; (3) directs the Mayor or Mayor's designee to provide the necessary staff and in-kind support to coordinate the parade when the Commission approves the source of the funds and the necessary amount at a later date; and (4) authorizes the allocation of \$50,000.00 to the Military Affairs Trust Fund for the parade when the Commission approves the source of the funds at a later date. These funds will be augmented by private contributions.

The Prime Sponsor of the foregoing resolution is Commissioner Jose "Pepe" Diaz and the Co-Sponsor is Commissioner Sally A. Heyman. It was offered by Commissioner who moved its adoption. The motion was seconded by Commissioner and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman  
Lynda Bell, Vice Chair

Bruno A. Barreiro  
Jose "Pepe" Diaz  
Sally A. Heyman  
Jean Monestime  
Sen. Javier D. Souto  
Juan C. Zapata

Esteban L. Bovo, Jr.  
Audrey M. Edmonson  
Barbara J. Jordan  
Dennis C. Moss  
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this 16<sup>th</sup> day of July, 2013. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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

HARVEY RUVIN, CLERK

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

Approved by County Attorney as  
to form and legal sufficiency.

GKS

Gerald K. Sanchez

RESOLUTION NO. 2013-3597

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI SPRINGS COMMEMORATING THE 50<sup>TH</sup> ANNIVERSARY OF THE VIETNAM WAR; EXPRESSING SUPPORT FOR THE NOVEMBER 8, 2013 PARADE SPONSORED BY THE MIAMI-DADE COUNTY MILITARY AFFAIRS BOARD WELCOMING HOME AND REMEMBERING VIETNAM VETERANS; DIRECTING THE CITY MANAGER OR THE CITY MANAGER'S DESIGNEE TO PROVIDE THE NECESSARY STAFF AND IN-KIND SUPPORT TO COORDINATE THE PARADE WHEN THE CITY COUNCIL APPROVES THE SOURCE OF THE FUNDS AND THE NECESSARY AMOUNT AT A LATER DATE; ALLOCATING \$500.00 TO THE MILITARY AFFAIRS TRUST FUND FOR THE PARADE WHEN THE CITY COUNCIL APPROVES THE SOURCE OF THE FUNDS AT A LATER DATE; EFFECTIVE DATE

WHEREAS, beginning on Memorial Day 2012, the Federal Government initiated a partnership with local governments, private organizations, and communities across America to participate in the Commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War; and,

WHEREAS, the Commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War is a 13-year program to honor and thank the generation of proud Americans who served our Country during one of the most challenging missions ever faced by our nation; and,

WHEREAS, the City of Miami Springs wishes to join in the Commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War; and,

WHEREAS, the Commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War is a tribute to the valor of more than 3 million servicemen and women who left their families to serve bravely; and,

WHEREAS, through more than a decade of combat, over air, land, and sea, these proud Americans upheld the highest traditions of our Armed Forces; and,

WHEREAS, as a grateful Nation, we honor more than 58,000 patriots who sacrificed their lives during the Vietnam War and remember those who were wounded and still carry the scars of war; and,

WHEREAS, the Military Affairs Board is sponsoring a parade, scheduled for November 8, 2013, commemorating the 50<sup>th</sup> Anniversary of the Vietnam War, and welcoming home and remembering our Vietnam Veterans; and,

Resolution No. 2013-3597

WHEREAS, the City of Miami Springs believes that it is in the best interests of the citizens of the City and of Miami-Dade County to support the November 8, 2013 parade sponsored by the Military Affairs Board:

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

Section 1: That the City Council of the City of Miami Springs hereby joins in the Commemoration of the 50<sup>th</sup> Anniversary of the Vietnam War.

Section 2: That the City Council of the City of Miami Springs hereby supports the November 8, 2013 parade sponsored by the Military Affairs Board welcoming home and remembering our Vietnam veterans and Bay of Pigs veterans.

Section 3: That the City Council of the City of Miami Springs hereby directs the City Manager or his designee to provide the necessary staff and in-kind support to coordinate the parade when the City Council approves the source of the funds and the necessary amount at a later date.

Section 4: That the City Council of the City of Miami Springs hereby authorizes the allocation of \$500.00 to the Military Affairs Trust Fund for the parade when the City Council approves the source of the funds at a later date.

Section 5: 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 23<sup>rd</sup> day of September, 2013.

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

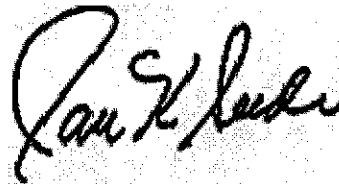
Vice Mayor Windrem	" _____ "
Councilman Bain	" _____ "
Councilman Lob	" _____ "
Councilman Petralanda	" _____ "
Mayor Garcia	" _____ "

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

**ATTEST:**

\_\_\_\_\_  
Suzanne S. Hitaffer, CMC  
Acting City Clerk

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**



Jan K. Seiden, Esquire  
City Attorney