



# Memorandum

**To:** Honorable Mayor and City Council

**Date:** March 06, 2020

**From:** Albert P. Childress, City Manager

**Subject:** **Weekly Council Update/March 2 - March 07, 2020**

## City Manager

City Manager held weekly Directors Staff Meeting along with Deputy City Manager Gallet, City Clerk Diaz and City Attorney Figueredo. The following items were discussed:

1. Recap of the Weekend
  2. Information Technology Security
  3. COVID 19-Virus
  4. Business License - Number of Employees
  5. Donation of Art Piece
  6. Mayor on the Move - Tuesday
  7. Strategic Planning - Friday, Saturday
  8. Bike Night - Glow Ride - Friday Night
  9. L.E.O. Awards - Saturday Night
  10. Odor
- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
  - Deputy City Manager held weekly meeting with Planning and Zoning Director, Mr. Alexander Adams and Economic Developer, Mr. Manuel Pila.
  - Deputy City Manager held weekly meeting with Code Compliance Director, Mr. Edgard K. Estrada and Assistant Code Compliance Director, Mr. Danny Del Toro.
  - Deputy City Manager held weekly meeting with Building Official/Director, Mr. Rene Velazco and Assistant Building Director, Ms. Jane Decker.
  - City Manager and Deputy City Manager along with City Attorney Figueredo and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collins-Bonfill held meeting with Michael Trader from AECOM regarding the Cultural Art Center.
  - Deputy City Manager held weekly meeting with Public Works Director, Mr. Carlos Arroyo and Assistant Public Works Director/Chief of Engineering, Mr. Eugene Collins-Bonfill.
  - City Manager held weekly meeting with Information Technology Director, Ms. Gladys Gonzalez.
  - Deputy City Manager held weekly meeting with Acting Human Resources Director, Ms. Rita Garcia.

- City Manager and Deputy City Manager along with City Council members and City staff attended Municipal Securities Post Issuance Disclosure Training.
- City Manager and Deputy City Manager held meeting with City Attorney Figueredo, Mayor Bermudez, Chief of Staff, Mr. Alfredo Ortega, Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta, and Code Compliance Director, Mr. Edgard K. Estrada regarding odor complaints.
- City Manager and Deputy City Manager along with Mayor Bermudez, Chief of Staff, Mr. Alfredo Ortega, City Clerk Diaz, City Attorney Figueredo, Legal Office Manager to City Attorney's Office, Ms. Yamileth Pereyra, held Agenda Review for Council Meeting March 11, 2020.
- City Manager along with Mayor Bermudez, Chief of Staff, Mr. Alfredo Ortega, Chief of Police, Mr. Hernan Organvidez, Code Compliance Director, Mr. Edgard K. Estrada, Building Official/Director, Mr. Rene Velazco, Public Works Director, Mr. Carlos Arroyo, Planning and Zoning Director, Mr. Alexander Adams, Parks and Recreation Director, Erin Weislow and Communications & Protocol Manager, Ms. Maggie Santos attended Mayor on the Move at Doral Gardens Condominium.
- Deputy City Manager attended the ICMA Southeast Regional Conference in Durham, North Carolina.
- City Manager along with City Attorney Figueredo, Deputy Chief of Police, Mr. Raul Ubieta and Acting Human Resources Director, Ms. Rita Garcia participated as panel members for the Human Resources Director interviews.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez and Deputy Chief of Police, Mr. Raul Ubieta.
- City Manager and Deputy City Manager held meeting with all Department Directors and Mr. Herb Marlowe from Analytica to discuss Strategic Planning Topic of Concerns.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management.
- City Manager and Deputy City Manager along with City Attorney Figueredo, City Clerk Diaz, Mayor Bermudez, City Council members and Department Directors participated in Strategic Planning Sessions 1 and 2 facilitated by Mr. Herb Marlowe from Analytica.

### **Capital Improvement Project Manager**

- Doral Cultural Arts Center:
  - DD package submitted to City of Doral - March 2<sup>nd</sup>
    - Updated VE Cost estimate submitted to City of Doral – March 3<sup>rd</sup>
    - Conference call with B&A – March 6<sup>th</sup>
  - Site Plan submitted to DERM & Miami Dade Fire Rescue – March 4<sup>th</sup>
- Morgan Levy – ITB
  - 90% Drawings received February 24<sup>th</sup> – City review comments due March 6<sup>th</sup>
    - WGI will submit a 100% Owner review set on March 11<sup>th</sup>
  - 100% CDs due March 16<sup>th</sup>

- Site visit with asbestos testing company – March 4<sup>th</sup>; Proposal due March 9<sup>th</sup>
- White Course – RFQ advertised November 4<sup>th</sup>
  - Contract negotiations ongoing
- Doral Meadow – RFQ advertised November 1<sup>st</sup>
  - Contract negotiations ongoing
- Doral Boulevard Pedestrian Bridge:
  - Phase II (60%) plans: to be submitted February 21<sup>st</sup> – Completed March 3<sup>rd</sup>
    - Meeting with FDOT – March 5<sup>th</sup>
- Trail Network:
  - Trail Network Analysis submitted to City of Doral – review on-going
- Doral Central Park:
  - DCP submittal deadline – February 28<sup>th</sup>
    - Five (5) A&E teams submitted for the RFQ – Submittals under review by evaluation committee
    - Five (5) Teams submitted for CM@R – Submittals under review by evaluation committee
- Lighting of Trails:
  - Lighting of Trails Criteria ongoing

## **Building Department**

- ADMIN: Director attended Directors Meeting; Director & AD attending monthly building officials meeting for discussion on Blower Door Testing Requirements under FBC Energy Code; Director, AD and BDSC attending internal meeting on Addressing for new permitting system with PZ Director and staff.
- "WeB" We Build Doral Software UPDATE: SMEs (Subject Matter Experts) continue building system configurations. Work included system settings, user roles/profiles, "Project" folders, CSS Portal Configuration and report setup.
- HUMAN RESOURCES ACTIVITIES: Permit Clerk & Administrative Assistant positions are pending interviews.
- 2nd FLOOR LEADERSHIP TEAM MEETINGS: No meeting this week.
- Item 20-3635 Permit Fee Utilization Report: Pending clarification meeting with Procurement. Scope of Work sent for review by Procurement. Report MUST be posted on city website NO LATER THAN December 31, 2020.
- Uniform Contract: Fitting event held on Thursday, 2/27 for both Building and Public Works teams. Delivery expected by end of March.
- STAFF ACCOMPLISHMENTS: Staff attended grant funded "FBC Use & Occupancy" training in West Palm Beach.
- PHONES: Data available: (+)231 Inbound call count for week
- INSPECTIONS: (-)128 Average Daily Inspections, (+)640 total Inspections Completed (week)
- PLANS REVIEWS: (+)445 Plan Reviews (Quantity), +9% Expedite, +8% Walk-Thru, -26%

Rework, +57% Drop-off

- Average plan review time per plan per trade = 32 mins
- LOBBY DATA (DORALQ): (+)538 Total Building Dept Customers: (+)108 Lobby Daily Average, (+)8.4 mins Lobby Wait Time (Weekly Average)
- Average Time Spent Per Customer = (+)14 mins
- Number of clerks needed/provided = 3.6/3 (1 vacant)
- VELARO CHAT PORTAL: Not active this week. Active replies to missed chats. Pending training to Constituent Services Coordinator and placement of Live Chat on homepage.
- EMOJI SURVEY RESULTS - BUILDING ONLY: 100% Satisfaction Rating (5 reviews received)
- Granular data available upon request.

### **Code Compliance**

- Code Compliance leadership team met to update all departmental policies and procedures.
- Director, Assistant Director, and Field Supervisor attended "Mayor on the Move" at Grand Vista Doral Gardens community.
- Panel interviews were held for the vacant Code Compliance Clerk position.
- Director and Assistant Director attended day 1 of the Strategic Planning Session.
- Director attended day 2 of the Strategic Planning Session.
- Director attended mandatory Municipal Securities Post Issuance Disclosure Training.

### **Finance Department**

- During this period 234 invoices were processed.
- One hundred seventy eight checks were issued for a total of \$769,978.31.
- Six wire transfers completed for the total amount of \$139,827.69.
- Daily transactions for Cashier, Parks and Recreation Department including online payment system (OPS) have been entered in the Journal.
- External auditors are conducting the financial audit of FY 2019.

Procurement:

- Sixty purchase orders were created this week for a total of \$1,159,703.98.
- FY19-20 YTD: 966 Purchase Orders processed for a total of \$59,834,987.93.

PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 3/5/2020:

NUMBER	BROADCAST	DUE DATE	BID NAME
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RFP No. 2019-47 12/26/2019 01/27/2020 Custodial Services for City Facilities  
Pre-bid meeting scheduled for 1/10/2020. Twenty firms attended. Nine submittals received.  
Bids are being evaluated.

DEPARTMENT PW

RFP No. 2020-01 01/10/2020 02/11/2020 Grant Writing Consulting Services  
No Pre-Bid. Two submittals received. Bids are being evaluated.

DEPARTMENTCM

RFP No. 2020-02 01/21/2020 02/14/2020 Recreational Programming  
Pre-bid meeting 1/28/2020, 22 firms attended. Eight submittals received. Bids are being evaluated.

DEPARTMENT PR

ITB No. 2020-03 01/29/2020 02/27/2020 Parking Lot Resealing @Trails & Tails Park and Veterans Pk

Pre-bid meeting 2/18/2020. Ten firms attended. Two submittals received.  
Award recommendation made.

DEPARTMENT PR

RFP No. 2020-04 01/17/2020 02/13/2020 Vending Machines Operations & Management  
Pre-bid meeting 1/27/2020. Six firms attended.  
Three submittals received. Award recommendation made.

DEPARTMENT PR

RFQ No. 2020-05 01/21/2020 02/21/2020 A&E Services and Related Disciplines for Central Park  
Pre-bid meeting 2/04/2020. Fifty-five firms attended. Bids being evaluated.

DEPARTMENT PW

RFQ No. 2020-06 01/21/2020 02/21/2020 Pre-Construction & Con. Manager at Risk for Central Park PW  
Pre-bid meeting 2/04/2020. Forty-one firms attended. Five submittals received.  
Bids being evaluated.

DEPARTMENT PW

ITB No. 2020-07 02/4/2020 03/04/2020 Right-of-Way Maintenance Services  
Pre-bid meeting 2/20/2020. Twenty firms attended.

DEPARTMENT PW

ITB No. 2020-08 01/31/2020 03/02/2020 SW Improvements: NW 114 Ave & 50th Street  
Pre-bid meeting 2/18/2020, twenty firms attended. Ten submittals received.  
Award recommendation made.

DEPARTMENT PW

RFP No. 2020-11 03/02/2020 03/31/2020 Nature Focused Camp at Doral Glades Park  
Pre-bid meeting 2/12/2020.

DEPARTMENT PR

RFP No. 2020-12 03/05/2020 04/03/2020 Special Needs Camp  
Pre-bid meeting 3/19/2020.

DEPARTMENT PR

ITB No. 2020-13 03/05/2020 04/02/2020 NW 112 Avenue (25-34 St.) Roadway Improvements  
Pre-bid meeting 3/17/2020.

DEPARTMENT PW

## **Human Resources**

Participated on a meeting with the background unit to discuss hiring needs.

Conducted 12 pre-employment meetings.

Participated in the strategic planning session.

Onboarded 2 employees.

Worked with the Police Training unit to coordinate a re-fresher for Kronos supervisory duties.

Closed 2 FMLA cases and opened 3 cases.

Provided response to 15 mutual applicants for local agencies and completed 25 verification of employment.

Reviewed 450 timecards for accuracy. In addition, completed and reviewed all timecards for employees under FMLA, Parental Leave and Worker's Compensation.

## **Information Technology**

- City Wide Help Desk

City Wide Help Desk SLA at 94% of all Support Tickets

- (IT) Windows 10 upgrade campaign – In Progress
- (CH) DGC Calendar - Door schedule WE 3/7 - Completed

- (CC) PRR01386 - In Progress
- (CH) Configured "Scan to" folders on IT/3FL Ricoh copiers
- (CH) Securitas/Thyssen project review
- Systems Analyst
  - IT CD-PLUS MDC and Fire Permit Link Script to Tyler COMPLETED
  - IT MUNIS PROD Cubes Refresh for FN COMPLETED
  - IT MUNIS PROD Cubes Job as a Step COMPLETED
  - FN MUNIS On Demand Backup Week 3-1 to 3-5 COMPLETED
  - IT CD-PLUS Server Windows Updates IN PROGRESS
  - IT EnerGov IG Inspect and IG Enforce App. Deployment IN PROGRESS
  - IT CH/PD/PR Access Control Upgrade Vendor Work Order Revision IN PROGRESS
  - IT/PW Elevator and Access Control Integration Purchase Order (Onsite Meeting) IN PROGRESS
  - BD/PW/PZ/CE Workflows Revision IN PROGRESS
- Network Administration
  - Troubleshoot of the Main Monitoring System.
  - Investigated a network incident on one of the city parks.
  - Backbone Network configured for services on a new intersection site.
  - Configured new policies on the WiFi network.
  - Met with vendors for planning and design upcoming projects (Access Control / Elevators).
  - Fixed network issues on the EOC.
  - Network configured for resource access on the GIS system.
  - Network Monitoring and notified the IT team as needed.
  - Supported the PD technicians on Network troubleshooting.
  - Investigated a network incident at the intersection sites.
- Security Manager
  - Analyzed 36 emails reported by City users
  - Began deployment of device control to all City endpoints
  - Collaborated with Sr. Network Administrator to enhance Wi-Fi restrictions
  - Began deployment of endpoint monitoring enhancement software
  - Attended ransomware webinar
- Systems Administration.
  - Keep the backups 100% operational.
  - Configured servers in the parks.
  - Applied the new screensaver GPO to Public Safety.
  - Checked the ESRS and Load Balance and it is working fine.
- Assistant IT Director
  - Isilon meeting
  - Police Training Center South Vehicle Entrance reader meeting
  - E-Scrap meeting
  - Microsoft account team meeting
  - RFID troubleshooting
  - Elevator access card meeting
  - Securitas projects meeting
- GIS Administration:
  - As per public works dept's request, troubleshoot and resolved an issue with city street tree inventories.
  - As per planning and zoning dept's request, assisted with land use GIS data merge and published it to zoning web map app.

As per planning and zoning dept's request, troubleshoot and resolved an issue with editing. Updated address with folio and intersection to locator on arcmap and published it to search widget.

Watched tutorial ArcGIS new updates.

- Database Administrator:
- Working on the Public Affairs Internal and External Dashboards, the new metrics for Outreach Events and Constituent Services were incorporated and dashboard published in production.
- Working with the Chief Licensing Officer from Planning and Zoning to clean duplicates business names for the Occupational License table in the current system.
- Assisting the Senior Planner from Planning and Zoning to run a report for Plans Reviewed, Zoning Inspections and Total Customer Assisted for the fiscal year Oct 2018 to Sept 2019.

- Application Development:

Developed and deployed new version of Doral-Q.

Resolved issue of Enegov communicating with GIS server.

Assisted CE and PZ with Properties.

### **Smart City:**

- Intersection LPR's & CCTV
- Maintenance and monitoring of License Plate Readers to include field repairs.
- Maintenance and monitoring of Traffic surveillance cameras to include field repairs.
- Assist AV technician in the maintenance and monitoring of surveillance cameras at city facilities to include field repairs.
- Supervision and coordination of new LPR intersection project.
- Continue working with MiamiDade PW and HP Electric's engineer on the preliminary design of Site I, Site 26 ,and Site 30 LPR camera installation.
- Coordinating the transfer of Trafcam02 to new server with the assistance of Eduardo( Sr. System Analyst) and Carlos(PD IT Supervisor).
- Completed installation and integration of LPR cams at Site 22.

### **Parks and Recreation**

- Monday, March 2nd : The Director & Assistant Director had a phone call with PROS consulting regarding the Doral Business Plan Presentation
- Monday March 2nd: Athletics Coordinator attended the Miami Xtreme Cheerleading League Monthly meeting
- Tuesday, March 3rd: Staff attended the RFP 2020-02 Recreational Programs Evaluation Committee Meeting
- Tuesday, March 3rd: Recreation program coordinator attended the Miami Xtreme Football League Monthly meeting
- Wednesday, March 4th: The Director attended the Parks & Police 4 Kids Meeting
- Wednesday, March 4th: Special Needs Program Specialist had a meeting with a parent of a new Special Olympics Athlete
- Thursday, March 5th: Adult Basketball League Captains meeting was held at Doral Legacy Park
- Thursday, March 5th: A 2020 census seminar was held for the Silver Club at Doral Legacy Park with Public Affairs.

Upcoming Weekend events:

- Friday, March 6th: Silver Club Bingo is being held at Allegro Senior Living Doral
- Friday, March 6th: Light your Bike Night is being held at Doral Central Park

- Saturday, March 7th: Miami Symphony Orchestra in the park is being held at Downtown Doral Park
- Saturday, March 7th: Parks Department is participating in Touch a Truck Event at Divine Savior Academy.

## **Planning and Zoning**

- Planning and Zoning:
- 48 Permits reviewed for the week of February 28th – March 5th, 2020
- 26 Inspection performed for the week of February 28th – March 5th, 2020
- 29 New BTR/CU for the week of February 24th- 28th, 2020
- Staff participated on Strategic Planning.

### Economic Development:

- Hosted and presented at StartUp Doral Workshop.
- Planned and promoted Economic Development “Oportunidades y Ventajas de Invertir y Desarrollar Negocios en los Estados Unidos” workshop with Enterprise Florida, Prospera, Calderaro Tyrell and Export Americas Corp.
- Planned and promoted Sister Cities Art Reception, Ritmo Doral and all related business, diplomatic and cultural activities.
- Met with Randal Pasut, GM, InterContinental Hotel re: Doral hotel promotions.
- Met with Adolfo Sun, Taiwan Economic and Cultural Office RE: Sister Cities activities.
- Coordinated PTSA and CBO Grants, met with Façade Grant applicants.

## **Police Department**

### Arrests

- Felonies: 6
- Misdemeanors: 14
- Traffic: 3
- Warrants: 4
- DUI: 1

### Traffic Citations

- Hazardous Moving Violations: 391
- Non-Hazardous Moving Violations: 272

### Notable Arrests & Incidents

#### Possession of Cocaine

#### Possession of THC

A Motors officer was conducting traffic enforcement during school zone hours in the 5400 Block of NW 79 Avenue when he observed a vehicle that appeared to be travelling in excess of the posted speed limit. The officer utilized his speed detection radar and confirmed that the vehicle was travelling at an unlawful speed. The officer conducted a traffic stop and when the driver lowered the vehicle’s window the officer immediately smelled the pungent odor of marijuana. A search of the vehicle incident to arrest also revealed a small plastic baggie containing a white powder and a vial containing an unknown substance. Post Miranda Rights warning, the driver advised that the white powder was cocaine and the substance in the vial was THC. The subject was arrested and transported to TGK.

#### Possession of a Concealed Firearm



## Possession of THC

## Possession of Marijuana

## Driving with a Suspended Driver's License / 3rd + Conviction

Patrol units responded to the area of the NW 8600 Block and NW 21 Street regarding vehicles drag racing. As the officers arrived on the scene multiple vehicles fled. Officers conducted a traffic stop on a vehicle in which the driver had been a spectator to the races. As the officers approached the driver, he made a spontaneous statement indicating that he would be going to jail that evening. When the officers inquired why he had said that, he replied that he had a gun and drugs in the car. The officers found a Glock pistol which had been reported stolen as well as a plastic bag that contained marijuana and a vial containing THC. The man advised that the car belonged to his cousin and that he had previously seen the gun but did not know it was stolen. The man was arrested and taken to TKG.

## Grand Theft

Patrol units arrested a man at Novecento Restaurant located in the City Place Complex for stealing a laptop computer valued at \$1,500. The subject observed the computer on top of a table nearby and placed two bags over the computer. He then picked up the computer which was concealed by the bags and walked out of the restaurant. He was confronted by employees and the victim who detained him until police arrive. He was arrested and transported to TKG.

## Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO is promoting a campaign being spearheaded by the Florida Department of Transportation to bring awareness to the State's new laws prohibiting the texting and driving as well as the use of mobile phone in a handheld mode while in a designated school zone or work area.
- The PIO managed the department's Twitter and Instagram accounts on a daily basis and posted on matters of public safety and community affairs that may be of interest to our community.
- As chairperson of the Awards Committee, the PIO reviews and maintains all commendations and nominations of departmental employees for future consideration.
- The PIO compiled the statistical data and arrest reports and prepared the Weekly Highlights Summary which is sent to the City Manager's Office.
- The PIO handled other tasks assigned by the Chief's Office.

## Neighborhood Resources Unit

### Thursday 27

- Follow up with SFSG on Police response in Doral Isles and other communities
- DFJ event @ Vicky Bakery
- Meeting with Doral Atlantic in regards to recent vehicle theft & kids after school gathering in Pool
- Divine Savior meet with 617
- Respond to DDCU with 615 in reference to school threats received 4099
- Respond to EBT with 616 in reference to case 4128/4134
- Doral Palms HOA meeting

### Friday-28

- Marriott Vacation Villas 2 –Avoid, Deny, Defend- 2 presentations English & Spanish
- Disney On Wheels –Departure
- National Health Transport-DOW
- Children’s Rehab Network-met w/ the Director
- Pinnacle-coordinating crime prevention meeting

Monday-2

- Dr. Rolando Espinosa-logistics-DARE graduation
- Summit-traffic speeding and stop sign concern NW 78tr & 105pl
- Dimensions-HOA contact open gate
- Eagle Cove-open gate contact HOA
- Greens @ Doral coordinated attending upcoming HOA meeting
- Doral Isles-coordinated crime prevention meeting
- Atlantic Doral coordinating meeting in reference to recent 22’s

Tuesday-3

- Dr. Rolando Espinosa-met with PTA & Teachers logistics DARE graduation
- Summit- Coordinating board meeting & traffic concerns
- Swiss Chalet-coordinating Child safety presentation, bring your child to work day
- Walmart-coordinate Drug take Back event
- Marriott Residence Inn –SOCOM-hotel watch
- Candlewood Suite-hotel watch recent 26C-arrest-homeless
- Mediterranean HOA Meeting

Wednesday-4

- Dr. Rolando Espinosa-DARE
- Contempo-gate code and crime prevention meeting
- Doral Gardens-gate code access, parking issues & Gate key inop issues
- Village of Doral Place HOA meeting

#### Office of Emergency Management

- Generated Power Point presentation on COVID-19.
- Gave instruction during PSA Academy on Emergency Management.
- Followed up with Building Department for comments on FEMA’s draft document regarding the Recovery Policy on Building Code, and Floodplain Management Administration and Enforcement.
- Attended Local Mitigation Strategy quarterly meeting held at Jackson Health District which included updates on COVID-19 for the State of Florida.
- Attended Department of Homeland Security’s Cybersecurity and Infrastructure Security Agency (CISA) conference call on COVID-19.
- Conducted Doral Divisional EOC monthly inspection.
- Continued Hands on Doral program expansion and application review process.
- Continued coordination of Everbridge system training and refresher course.
- Updated Everbridge/Doral Alerts System.
- Continued working on Emergency Management Certification requirements.

#### Training Bureau

The Training Section coordinated the following activities:

- Annual Qualifications - continued
  - o Firearms
  - o Defensive Tactics
  - o Use of Force
  - o Taser
  - o CPR
- PSA Academy – Week 2 @ Doral Police Training Center
- Week 29 Recruit Progress Memo (PAC-133)
- New Officer Orientation Calendar/Curriculum modifications
  - o Duration: 2 weeks (March 2020)
- CIT classes tentatively scheduled
  - o April 20 – 24
  - o May 18 – 22
  - o June 22 – 26
- Virtual Roll Call Dashboard Program review
  - o Meeting with IT (Carlos de la Uz on March 3, 2020)
- ALERRT Training – Training Unit Lt. Ochoa attending Advanced Law Enforcement Rapid Response Training – City of Miami PD

## **Public Works**

- The PWD Facilities Division met with ThyssenKrupp, Securitas, the IT Department, and the Building Department to coordinate the cameras and access card installation on the elevators at the Government Center. ThyssenKrupp will obtain the required permits prior to schedule the start date.
- ThyssenKrupp replaced damage board on elevator I at Government Center. Unit is fully operational. <http://app03/Accomplishments#>
- Attended the City of Doral Police Department Light your Bike Night Event! To promote safety while riding your bike in public right-of-way, City bike paths and other PWD programs.
- Completed Chapter 7 – Information Technology of the APWA Accreditation process. All section that applied are in Full Compliance.
- Drafted Letter to Council (LTC) to inform them of the completion of the City Street & Parcel Tree Inventory and GIS files are available on the City's website GID Portal.
- Held meeting with Parks & Recreation to review all items for coordination of the 2020 Earth Day Art Walk and Art Challenge.
- Scheduled “The Million Orchid Project” final planting for April 26th, 2020.

## **Transportation:**

- NW 112 Ave (25 – 34 St) Roadway Widening was advertised as ITB 2020-13
- Currently waiting on asphalt pavement top cure for in stallion of permanent striping. Entire roadway remains open while temporarily striped.
- Formal NTP has been issued for 3/9. Pre-construction meeting held on 3/5. Public notices have been distributed. Trolley Bus stops impacted have been re-posted, temporarily, out of construction perimeter.
- traffic signal pull boxes on SW corner of NW 33rd street & 82nd Avenue have been adjusted to allow harmonization with JVA Roadway project on 82nd Ave. Work continues on 33rd street

between 107th & 112th Avenue (50% completed). Work continues on 30th terrace between 87th & 84th Avenue (40% completed).

- Spoke with MDC TSS reviewers on 3/5 in efforts to finalize Department's pending review. Hotwire contractor has been issued construction order by developer to proceed with installation of pending conduits. Anticipating a solid NTP of 3/16.
- Met with the Department of Homeland Security - Transportation Security Administration (TSA) to discuss the initial findings of the BASE Assessment of the City's Transit System
- Submitted all the required documentation to Tindale Oliver for the Florida Department of Transportation (FDOT) Triennial Review Process requirement for State Funding Recipients
- Attended the South East Florida Regional Domestic Security Task Force (SERDSTF) Regional Meeting
- Met with the City of Miami to review and obtain a copy of their Security Program Plan (SPP) as it relates to their Trolley
- Held a conference call with Alyssa Overheul from Remix and the Mayor