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OFFICE OF THE CITY MANAGER
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To: Mayor Matti Herrera Bower and Members of the City Commission
From: Jorge M. Gonzalez, City Manager
Date: April 16, 2010
Subject: Quarterly Status Report on Independent Contractor Agreements

The purpose of this Letter to Commission (LTC) is to provide a status of the Independent Contractor agreements executed pursuant to Resolutions 2009-27286 and 2009-27287, adopted by the City Commission on December 9, 2009. As part of the discussion regarding this item, the City Commission asked for a quarterly report of the agreements executed pursuant to the authorization granted under the respective resolutions.

Independent Contractor Agreements for Vacant, Budgeted Positions

Under the City Charter, the City Manager has the authority to appoint an employee into a vacant, budgeted position with a salary at the beginning or within the pay range established by the City Commission for that classification.

Resolution 2009-27286 authorized the City Manager to enter into certain Independent Contractor agreements for professional and other services to provide services and/or work related to vacant budgeted positions, for a fee not to exceed the maximum of the pay range for the respective classification.

The City has entered into only one (1) agreement pursuant to the new authority granted to the City Manager. An agreement with Mr. Phillip A. Womack, for services related to latent fingerprint examination and training in the Police Department, at a rate of \$50.00 per hour, was signed. A Crime Scene Technician II position has remained vacant to fund this agreement. Current City employees are being trained by Mr. Womack so that, once trained, promotion into the Crime Scene Technician II classification may be possible.

Independent Contractor Agreements for Certain Services

Under the City Code, the City Manager has the authority to approve agreements up to a maximum amount of \$25,000.

Resolution 2009-27287 authorized the City Manager to enter into certain Independent Contractor agreements for the following services for a fee not to exceed the amount budgeted for the respective services in the City's approved Fiscal Year (FY) 2009/2010 annual budget: dance instruction; ice skating instruction; athletics instruction/coaching; aerobics instruction; fitness instruction; literacy, math and S.A.T. tutoring; school liaison officers; television production services; videographer services; graphic designer services; program monitor services; and auditors.

The City has not entered into any agreements under this new authority. However, agreements for services such as athletic coaching, art instruction, school liaison officers and auditors have been executed. These agreements have not fallen under the purview of the new authority, as each vendor has been awarded agreements totaling \$25,000 or less.

The next quarterly report will be provided to the Mayor and City Commission in early July 2010.

If you have any questions or need additional information regarding this issue, please feel free to contact me or Ramiro Inguanzo, Human Resources Director, at x6697.


JMG/HMF/RI/kt