

REVISED AGENDA
LIVING WAGE ADVISORY BOARD MEETING
February 7, 2018 - 11:00 a.m.
Room 301

- I. Call to Order and roll call.
- II. Introductions as necessary.
- III. Approval of August 2, 2017 minutes; there are no minutes for the October 4, 2017 and December 6, 2017 meeting due to lack of quorum.
- IV. Staff updates to report.
- IV. Updates from Board members on meetings with Commissioners regarding the Living Wage.
- V. Election of New Chair & Vice Chair
- VI. Discussion and instruction to staff.
- VII. Adjourn.

MINUTES
LIVING WAGE ADVISORY BOARD MEETING
Wednesday, August 2, 2017 - 11:00 a.m.

Living Wage Advisory Board Members Present:

Mark Klein, Board Member (Acting Interim Chair)
John Hillman, Board Member
Mike D. Payne, Board Member
Frank De Risi, Board Member
Chester Just, Board Member

Living Wage Advisory Board Members Absent:

Zac Cassidy, Chair
James Ryan, Vice Chair

County Staff Present:

Glenn Marcos, Assistant Director, Purchasing Division
Connie Mangan, Purchasing Manager, Purchasing Division
Lucy Garcia, Minutes Coordinator, Purchasing Division
Obed Louis, Administrative Specialist, Human Resources
Antonia Garrick, Administrative Specialist, Human Resources

- I. The Chair called the meeting to order at 11:15 a.m. Roll call was conducted by Lucy Garcia and it was noted a quorum was present. It was noted for the record that the Chair and Vice Chair were not present for this meeting. The present members voted to appoint Mark Klein as the Acting Interim Chair for this meeting; the vote was unanimous. Antonia Garrick, Administrative Specialist, representative from Human Resources, was introduced in the meeting.
- II. **A motion was made by Chester Just, seconded by John Hillman and unanimously passed to accept the June 7, 2017 minutes.**
- IV. Staff Updates:
 - A. Connie Mangan briefly discussed the Living Wage Contracts Reports for the June, 2017 – July, 2017 reporting period. There were three living wage contracts awarded in June, 2017 – July, 2017.
 - B. The report provided by HR, will be addressed at the next meeting, if applicable.
- V. Updates from Board members on meetings with Commissioners regarding the Living Wage:
 - A. John Hillman met with Commissioner LaMarca's aide and they discussed the proposed updates to the Living Wage Ordinance. John asked staff for a point of clarification on the procedure for amending the Living Wage Ordinance. He asked if the amendment would be done by an ordinance or resolution to amend, or would the Board prepare the amendment or should they work with staff and County Attorney to prepare the amendment. Staff responded that the Commissioners can bring a Motion to Discuss to a Commission meeting and at that time, the Commission can direct the County Attorney's office regarding modifications to the ordinance.
 - B. Frank DeRisi discussed his invitation to Vice Mayor Furr's aide, Harrison Grandwilliams, to the last Advisory Board meeting, which he attended. Harrison Grandwilliams advised Frank that he would provide his assistance as needed.
 - C. There were no other updates provided.

VI. Discussion:

- A. The Advisory Board members and Staff discussed the status of getting the ordinance amended as per the Board member's previous recommendations regarding the declination of insurance, employers charging the higher rate and pocketing the difference. Both the members and Staff had a lengthy discussion regarding this concern. Frank DeRisi suggested acquiring a figure on how much the County is losing on not amending the ordinance, however it was discussed that a figure could not be calculated. They also agreed that they should reach out again to their respective Commissioners by the next meeting to revisit their proposed recommendations. The Board members discussed the various avenues they have utilized to get this issue addressed and have it in the forefront, and the Board member's frustration in getting any resolution. They also had a lengthy discussion on how to move forward and how they should address these concerns with their respective Commissioners. They also agreed that with the current "repeal and replace" of the Affordable Care Act these concerns would also be affected.

The Board members discussed and agreed unanimously that they would like Staff to send a reminder email to the Chair and Vice Chair, as well as all the Advisory Board members, to meet with their respective Commissioners before the next scheduled meeting to revisit their concerns on the Board's previous proposed recommendations for amending the ordinance and seek direction how the Advisory Board should proceed.

- B. Connie Mangan provided an update to the Advisory Board members regarding the Sunset Review Recommendations from the Office of Intergovernmental Affairs and Public Standards.
- C. The Board members were provided a copy of the remaining 2017 Budget Workshops and Hearings.

Instruction to Staff:

- A. The Advisory Board members requested that Staff send a reminder email to the Chair and Vice Chair as well as all the advisory board members to meet with their respective Commissioners before the next scheduled meeting to revisit their concerns on the Board's previous proposed recommendations for amending the ordinance and seek direction on how the Advisory Board should proceed.

There was no further instruction given to Staff at this meeting.

- VII. There being no further business before the Board, the meeting adjourned at 12:00 (noon) p.m.

This meeting was recorded on CD 17-SC-93 (Sony IC Recorder).

Hand-Outs at the 8/2/17 Meeting:

1. Updated Living Wage Contracts Report.
2. 2017 Budget Workshop Schedule.
3. FY 2018 State Budget & Governor's Veto List.
4. Attendance Record.
5. Schedule of Living Wage Advisory Board Meetings for 2017.



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period August 2017 - September 2017)

Item:	Bid/RLI/ RFP No.:	Description/ Title:	Vendor/ Contractor Name:	Award Date:	Effective Date:	New Estimated Contract Value:	Previous Estimated Contract Value:	Comments:	Reporting Exemption:	Contract increases attributable to: (for N/A See Comments)	
										Living Wage	Scope Changes
311	K2113673B1	HVAC Maintenance, Repairs and Emergency Services	Airmatic Controls, Inc.	8/22/2017	8/22/2017	\$155,406	\$ 249,850	Initial one-year term. Replaces contract no. E1163614B1. Location and select parts removed from contract accounting for a small dollar value.	Yes	N/A	N/A
312	Y2114639Q1	Diagnostic and Repair Services for Caterpillar Generators		8/22/2017	8/22/2017	\$215,095	N/A	Initial one-year term. New contract (no replacements).	No	N/A	N/A
313	G2113795B1	Trash Pick-up for Various Locations	Sunshine Recycling Services of Southwest Florida, LLC	8/22/2017	10/1/2017	\$466,983	\$314,727	Initial three-year term. Replaces previous contract G1008932B1. Includes additional locations.	No	No	No
314	V2113790B1	Public Transportation Services	Limousines of South Florida, Inc.,	8/22/2017	8/22/2017	\$813,062	\$642,396	Initial three-year term. Replaces contract no. V1205802B1. No changes to scope or requirements, however unit prices increased by 20%.	No	No	No



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period October - November 2017)

Item:	Bid/RLI/ RFP No.:	Description/ Title:	Vendor/ Contractor Name:	Award Date:	Effective Date:	New Estimated Contract Value Annual:	Previous Estimated Contract Value:	Comments:	Reporting Exemption:	Contract increases attributable to: (for N/A See Comments)	
										Living Wage	Scope Changes
315	Y2113492B1_1	Electrical Repair Services	Mills Electric Service, Inc.	10/3/2017	10/3/2017	\$1,207,604.50	\$914,934.67	Two-year estimated amount of \$2,415,209, which includes allowances in the amount of \$612,000. Replaces contract no. Y1109311B1, with Mills Electric Service, Inc. New contract included additional line items to group equipment together more efficiently.	No	No	Yes
316	Z2114075B1_1	FLL Pressure Washing Services	Evergreen Cleaning Service, Inc.,	10/3/2017	10/3/2017	\$457,900.00	\$198,931.67	Initial annual estimated amount of \$457,900, and two one-year periods, for a three-year potential estimated amount of \$1,373,700. Frequency of service doubled for replacement contract.	No	No	Yes
317	X2114467B1_1	Awning Repair and Replacement Ser	Kraftwerk International Interiors, Inc.,	11/14/2017	11/14/2017	\$328,926.00	\$395,490.00	The annual estimated amount of \$328,926, includes allowances in the amount of \$12,000; the contract may be renewed for two one-year periods for a maximum three-year potential estimated amount of \$986,778. Additional line items added; vendor reduced price on one line from previous contract.	No	No	N/A



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period December 2017 - January 2018)

Item:	Bid/RLI/ RFP No.:	Description/ Title:	Vendor/ Contractor Name:	Award Date:	Effective Date:	New Estimated Contract Value Annual:	Previous Estimated Contract Value:	Comments:	Reporting Exemption:	Contract increases attributable to: (for N/A See Comments)	
										Living Wage	Scope Changes
318	G2113717B1	Yard Waste Processing & Disposal	Treecycle Land Clearing, Inc.	12/5/2017	12/5/2017	\$476,000.00	\$189,000.00	Estimated annual amount of \$476,000, includes a one-time pick-up and processing of existing material in the amount of \$252,000, with option to renew for two one-year periods, for a total three-year potential estimated amount of \$924,000. TPrevious Contract No. H1176802B1, Contract Term: December 10, 2013 to December 9, 2016 Expenditures: \$676,773. Price difference was from difference in compaction of material.	No	No	Yes
319	BLD2114643B1	Automatic Door Repairs and Maintenance	J. Newton Enterprises, Inc.	1/9/2018	1/9/2018	\$202,651.00	\$99,275.72	Annual estimated amount of \$202,651, including option to renew the contract for two one-year periods, for a total three-year potential amount of \$607,953. Previous contract awarded February 3, 2014, Contract No. Z1173203B1, Automatic Door Repairs and Parts: May 20, 2014 thru May 19, 2017; Expenditures to date: \$256,403. Increases due to additional line items added (62 lines at \$93k estimated amount).	No	No	Yes

Garcia, Lucy

From: Garcia, Lucy
Sent: Thursday, December 28, 2017 5:36 PM
To: 'zaccassidy'; 'miked1526@hotmail.com'; 'frankderisi@hotmail.com'; 'ryan0727@comcast.net'; 'john.hillman@kimley-horn.com'; 'LegalMr@aol.com'; 'Mark Klein'
Cc: Kelleher, Kevin; Billingsley, Brenda; Marcos, Glenn; Mangan, Constance; Mcdonald, Mary; Miller, Glenn; Cuervo, Mary; Louis, Obed; Garrick, Antonia; McClain, Takai; Johnson, Rose; Matthew, Hazel Mae; Mahabeer, Marlyn
Subject: 2018 Living Wage Rate Poster - Living Wage Advisory Board
Attachments: 2018 Living Wage Rate Poster 12-13-17.pdf

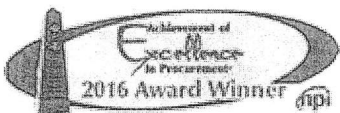
LIVING WAGE ADVISORY BOARD MEMBERS:

Attached is the 2018 Living Wage Rate Poster (distributed to the Broward County Board of Commissioners on 12/21/17); a copy will also be provided in your next meeting package. The poster has been distributed electronically to all current vendors with a Broward County Living Wage contract and is currently posted on the Purchasing Division website: <http://www.broward.org/Purchasing/Pages/LivingWageOrdinance.aspx>.

Thank you,



Lucy Garcia
Administrative Coordinator
Broward County Purchasing Division
115 S. Andrews Avenue, Fort Lauderdale, FL 33301
(954) 357-6071 Fax: (954) 357-8535
www.broward.org/purchasing



Customer care is my priority. How am I doing? Please contact my Director, Brenda J. Billingsley, at bbillingsley@broward.org with feedback.



Finance and Administrative Services Department
PURCHASING DIVISION
115 S. Andrews Avenue, Room 212 • Fort Lauderdale, Florida 33301 • 954-357-6066 • FAX 954-357-8535

MEMORANDUM

DATE: December 13, 2017
TO: Broward County Board of County Commissioners
THROUGH: Bertha Henry, County Administrator
THROUGH: George Tablack, CPA, Chief Financial Officer
FROM: Brenda J. Billingsley, Director
Purchasing Division
RE: 2018 Living Wage Rate Poster

Digitally signed by
GEORGE TABLACK
Date: 2017.12.18
13:09:18 -05'00'

BRENDA
BILLINGSLEY
Digitally signed by BRENDA
BILLINGSLEY
DN: dc=city, ou=broward, dn=bc,
ou=Organization, ou=BCC, ou=PU,
ou=Users, cn=BRENDA BILLINGSLEY
Date: 2017.12.13 09:17:35 -0500

In accordance with the Living Wage Ordinance, Section 26-100, of Broward County Code of Ordinances, the living wage hourly rates and the health care hourly benefit amount shall be annually indexed using the indexing methodology prescribed in Subsection 26.102(c) below:

(c) Indexing. The living wage and health care benefits payment shall be annually indexed to inflation using the Miami PMSA Consumer Price Index for all Urban Consumers (CPI-U), calculated by the United States Department of Commerce; however, no annual increase shall exceed three percent (3%) and in no event shall the increase exceed the compensation increase provided to unrepresented County employees.

On December 12, 2017, the Board approved the Unrepresented Pay Plan and Compensation Policy for Fiscal Year 2018, providing for a three percent (3%) base salary increase for unrepresented employees. The CPI-U increased 2.9% from December 2015 to December 2016. Using this factor to complete the calculations required to adjust the living wage rates resulted in a 2.9% increase from the 2017 living wage rates.

**Broward County Board of County Commissioners
2018 Living Wage Rate Poster
December 13, 2017
Page 2**

Accordingly, please find attached the new Living Wage Rate Poster effective January 1, 2018. As always, the updated living wage rate poster will be electronically posted to the Purchasing Division website and vendors with active living wage contracts will be noticed.

Attachment

BJB/cm

**c: Monica Cepero, Deputy County Administrator
Robert Melton, County Auditor
Andrew J. Meyers, County Attorney
Glenn Marcos, Assistant Director, Purchasing Division
Constance Mangan, Purchasing Manager, Purchasing Division
Glenn Miller, Assistant County Attorney, Office of the County Attorney**

YOUR RIGHTS UNDER THE BROWARD COUNTY LIVING WAGE ORDINANCE

LIVING WAGES for 2018

\$12.38 per hour with qualifying health benefits amounting to at least \$1.61 per hour, or

\$13.98 per hour without health benefits

Notice: The living wage rates are indexed in accordance with Section 26.102 (c) of the Living Wage Ordinance and are effective as of January 1, 2018. Employees of service contractors and subcontractors performing the covered services pursuant to the following County service contracts must be paid not less than the living wage hourly rates above.

The covered services pursuant to a County service contract exceeding \$100,000 per year include:

- Food preparation and/or distribution
- Security services
- Routine maintenance services, such as janitorial, cleaning, refuse removal, and recycling collections, or other similar services
- Repair and refinishing services for furniture, fixtures, vehicles, machinery, or equipment, including preventative maintenance and replacement of parts
- Clerical or other non-supervisory office work, whether by temporary or permanent personnel; including secretarial, typing, data entry, filing, transcription, specialized billing, sorting or completion of forms, and word, data and informational processing
- Passenger transportation and automobile parking services
- Printing and reproduction services
- Landscaping, lawn, and/or agricultural services

The covered airport services pursuant to a County service contract (any contract value) include:

- Food and beverage concessionaire services and certain retail concessionaire services at Airport Terminals Complex and the Car Rental Center.
- Airline service providers for air carriers: ground handling or ramp services; ground equipment provisioning and maintenance; maintenance; in-to-plane fuel service; passenger service; porter service; janitorial service; security service; baggage delivery service; aircraft cleaning; or operation of a private club.

SANCTIONS

Damages payable to Broward County in the sum of up to \$500 per day, but not to exceed \$1000 per week for each covered employee, may be assessed against the service contractor for failure to pay the required wage rates above in addition to payment of the underpaid wages to the employee.

ENFORCEMENT

If a service contractor is not complying with the living wage requirements, a covered employee or subcontractor of a service contractor may seek to recover back wages against the responsible service contractor by either filing a written complaint with the County or filing suit against the covered employer.

Written complaints of underpayment shall be filed with the Broward County Office of Intergovernmental Affairs and Professional Standards, 115 S. Andrews Avenue, Fort Lauderdale, FL 33301-1802, Room 426 at 954-357-6500. For other information, you may contact the using agency's Contract Administrator or the Broward County Purchasing Division, Room 212 at 954-357-6066.

The Living Wage Ordinance requires service contractors awarded living wage contracts to display this poster at the job site in a prominent location where it can easily be seen by employees.



Broward County Board of County Commissioners
115 South Andrews Avenue, Room 421
Fort Lauderdale, FL 33301



INTERGOVERNMENTAL AFFAIRS/BOARDS SECTION

115 S. Andrews Avenue, Room 426 • Fort Lauderdale, Florida 33301 • 954-357-7575 • FAX 954-357-6573

January 31, 2018

John Hillman

Dear Mr. Hillman:

We have been notified of your resignation from the Living Wage Advisory Board, effective immediately. On behalf of the Broward County Board of County Commissioners, please accept my sincere appreciation for the time and effort you have given to improve the quality of life in Broward County by serving on this board.

The entire Board of County Commissioners thanks you for your service and look forward to your continued participation in our community. A Certificate of Appreciation will be sent to you, under separate cover.

Sincerely,

A handwritten signature in black ink, appearing to read "Orlando A. Garcia", written over a horizontal line.

Orlando A. Garcia
Boards Administrator

C: Commissioner Chip LaMarca
C. Marty Cassini, Manager, Intergovernmental Affairs/Boards Section
Brenda Billingsley, Board Coordinator, Living Wage Advisory Board

Calendar

Broward County Commission Calendar

The Broward County Commission meets in formal session on most Tuesdays, as scheduled, at 10AM in room 422 of the Broward County Governmental Center, 115 S. Andrews Avenue in Fort Lauderdale. The meeting calendar is updated regularly to reflect workshops, holidays and winter/summer recess.

FEBRUARY

February 6, 2018 Regular Commission Meeting

February 20, 2018 No Meeting
(President's Day February 19)

February 22, 2018 Hold for Workshop
(Thursday)

February 27, 2018 Regular Commission Meeting

MARCH

March 6, 2018 No Meeting
NACo 2018 Legislative Conference March 3-7
Last Day of Legislative Session March 9

March 12-13, 2018 Board Retreat

March 20, 2018 Regular Commission Meeting

March 27, 2018 No Meeting
(Broward County Public Schools Spring Break March 26-30)

APRIL

April 3, 2018 No Meeting
(Passover March 30-April 7)
FAC Legislative Day April 5

Calendar

April 10, 2018 Regular Commission Meeting

April 17, 2018 Hold for Workshop

April 24, 2018 Regular Commission Meeting

MAY

May 8, 2018 Regular Commission Meeting

May 15, 2018 10:00 a.m. – 5:00 p.m. Budget Workshop

May 22, 2018 Regular Commission Meeting

May 29, 2018 No Meeting
(Memorial Day May 28)

JUNE

June 5, 2018 Regular Commission Meeting
12:30 p.m. Budget Workshop or immediately following
Commission Meeting

June 12, 2018 Regular Commission Meeting

June 14, 2018 (Thursday) 10:00 a.m. – 5:00 p.m. Budget Workshop

June 19, 2018 Hold for Workshop

June 26, 2018 No Meeting
FAC Annual Conference – June 26-29

JULY

July 3–August 7, 2018 Summer Recess
NACo Annual Conference July 13-16

AUGUST

August 14, 2018 Regular Commission Meeting

August 21, 2018 10:00 a.m. – 5:00 p.m. Budget Workshop

August 28, 2018 Regular Commission Meeting
12:30pm Budget Workshop

SEPTEMBER

September 4, 2018 No Meeting
(Labor Day 9/3)

September 13, 2018 Regular Commission Meeting
(Thursday) 5:01 p.m. Budget Hearing #1 (To be Confirmed)
Rosh Hashanah September 9-11
Yom Kippur September 18-19

September 25, 2018 Regular Commission Meeting
5:01 p.m. Budget Hearing #2 (To be Confirmed)

OCTOBER

October 9, 2018 Regular Commission Meeting

October 16, 2018 Hold for Workshop

October 23, 2018 Regular Commission Meeting

NOVEMBER

November 6, 2018 No Meeting (General Election)

November 13, 2018 Regular Commission Meeting
(Veteran's Day Observed November 12)

November 20, 2018 No Meeting
(Thanksgiving Holiday November 22-23)

November 27, 2018 Regular Commission Meeting (Reorganization)

DECEMBER

December 4, 2018 Regular Commission Meeting

December 11, 2018 Regular Commission Meeting

December 18-31, 2018 No Meeting - Winter Recess

Advisory Board Attendance Record

Board Name:	Living Wage Advisory Board												
Board Coordinator Name:	Lucy Garcia												
Coordinator Contact #:	(954) 357-6071												
Meeting Dates:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year End Status
	N/A	1	N/A	5	N/A	7	N/A	2	N/A	4	N/A	6	
Member Name													
Zac Cassidy, Chair		X		NQA		X		A		NQE		NQA	
James Ryan, Vice Chair		X		NQA		X		A		NQX		NQX	
Mike "D" Payne		X		NQX		X		X		NQA		NQA	
Frank De Risi		X		NQX		X		X		NQX		NQX	
Mark Klein		X		NQX		A		X		NQX		NQX	
John Hillman		X		NQA		A		X		NQA		NQA	
Chester Just		X		NQX		X		X		NQX		NQX	
Nancy Brodzki (resigned)		A		Z									

After each meeting, email a copy of *this attendance record* to boards@broward.org. If you have any questions, please call the County Boards Administrator at 954-357-5934.

Legend:

- X - present
- A - absent
- E - excused
- NQA - no quorum absent
- NQX - no quorum present
- N - newly appointed
- Z - removed
- C - cancelled

2018
LIVING WAGE ADVISORY BOARD MEETINGS

(These are the bi-monthly meetings (First Wednesday of the month) for 2018

FEBRUARY 7, 2018

APRIL 4, 2018

JUNE 6, 2018

AUGUST 1, 2018

OCTOBER 3, 2018

DECEMBER 5, 2018