

AGENDA
LIVING WAGE ADVISORY BOARD MEETING
June 6, 2018 - 11:00 a.m.
Room 302

- I. Call to Order and roll call.
- II. Introductions as necessary.
- III. Approval of February 7, 2018 minutes; there are no minutes for the April 4, 2018 meeting due to lack of quorum.
- IV. Staff updates to report.
- V. Updates from Board members on meetings with Commissioners regarding the Living Wage.
- VI. Discussion and instruction to staff.
- VII. Adjourn.

MINUTES
LIVING WAGE ADVISORY BOARD MEETING
Wednesday, February 7, 2018 - 11:00 a.m.

Living Wage Advisory Board Members Present:

Zac Cassidy, Chair
James Ryan, Vice Chair
Frank De Risi, Board Member
Mike D. Payne, Board Member
Chester Just, Board Member

Living Wage Advisory Board Members Absent:

Mark Klein, Board Member

County Staff Present:

Glenn Marcos, Assistant Director, Purchasing Division
Connie Mangan, Purchasing Manager, Purchasing Division
Lucy Garcia, Minutes Coordinator, Purchasing Division
Antonia Garrick, Administrative Specialist, Human Resources
Clay Miller, Aide, Mayor Furr

- I. The Chair called the meeting to order at 11:10 a.m. Roll call was conducted by Lucy Garcia and it was noted a quorum was present.
- II. Introductions were made by Advisory Board members and County staff. In addition, we had a guest attending on behalf of Broward County Mayor Beam Furr; Clay Miller, Aide. A copy of the agenda and minutes were provided to the attendee.
- III. **A motion was made by Frank DeRisi, seconded by Mike Payne and unanimously passed to accept the August 2, 2017 minutes. There were no minutes for the October 4, 2017 & December 6, 2017 meetings due to lack of quorum.**
- IV. Staff Updates:
 - A. Connie Mangan briefly discussed the Living Wage Contracts Reports for the August, 2017 – September, 2017; October, 2017 – November, 2017 & December, 2017 - January, 2018 reporting periods. There were four living wage contracts awarded in August, 2017 – September, 2017; three awarded in October, 2017 – November, 2017 and two awarded in December, 2017 – January, 2018.
 - 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. Zac Cassidy spoke briefly with Commissioner Ryan before the end of the year; he plans on meeting with him during the month of March, 2018.
 - B. John Ryan had an opportunity to discuss the advisory board's concerns with Commissioner Geller. He was quite interested and agreeable with the concerns of the Advisory Board.
 - C. Frank DeRisi advised the Advisory Board members that he invited Mayor Furr's aide, Clay Miller, to attend this scheduled meeting so he could be briefed on the Advisory Board Members concerns regarding their proposed recommendations to amend the ordinance.
 - D. There were no other updates provided.

VI. Discussion:

- A. Frank DeRisi asked that the Advisory Board members provide Clay Miller, Aide to Mayor Furr, a brief summary on the current concerns being discussed by the Advisory Board. Zac Cassidy provided a summary, which is, when an employer offers their employees an insurance plan, which is a high Cadillac plan, and the employee refuses the insurance plan, the employee gets the lower living wage rate in their pay and the employer pockets the difference.
- B. Clay Miller advised the Board that Harrison Grandwilliams, the previous aide, brought Mayor Furr up-to-date regarding the concerns. Mayor Furr has impressed his interest in meeting with the Advisory Board members to have a further discussion on the concerns. Clay suggested that he be contacted via email to coordinate the meeting with either the Board members and/or staff. Glenn Marcos asked for clarification from Clay on how he anticipates the meeting should be setup. Clay suggested that it could be a joint meeting or an individual meeting, with the Board members or staff, whichever the Advisory Board determines is the best route.

The Advisory Board Members also suggested the possibility of having Mayor Furr attend a scheduled Advisory Board meeting. Clay informed the members that the Mayor is currently in Tallahassee, but he has the next meeting dates, he will note them on the Mayor's calendar, and check with him on his availability to attend one of the scheduled meetings. Frank DeRisi will provide the meeting schedule which is included as part of the agenda meeting package. Glenn Marcos provided a follow-up on the the reason for the distinction between staff and the advisory board members for the meeting. The Advisory Board members are there to advise the Commissioners on what transpires in the Advisory Board meetings, while County Staff is a conduit to provide information as requested by the Board members, and provide the minutes of the meeting. If a Commissioner wishes clarification on how each Advisory Board members feels about certain issues, obviously staff would have to defer to the Board Members. If there are specific questions, then Staff can provide the minutes as a source of further clarification when requested. Clay suggested that the Advisory Board Members might also want to reach out to Commissioner Udine's office, as he is currently taking the lead on addressing procurement reform in the County. The Advisory Board currently has a vacant seat on the Board for Commissioner Udine's office. The County Advisory Board coordinator usually reaches out to the Commissioners regarding vacancies on the Board.

- C. Connie Mangan provided an update to the Advisory Board Members regarding the Sunset Review which was completed in 2016. One of the recommendations was for categorical draw, which has to do with the type of members that are on the board, it was approved last week, and in May they will do a categorical draw. Staff is confirming with the Office of Intergovernmental Affairs and Public Standards if the categorical draw will be for vacancies or for all positions on the Board. An update will be provided at the next meeting.
- D. Glenn Marcos provided the Advisory Board members with the new living wage rates and a poster has been provided in the agenda meeting package.
- E. The Board members were provided a copy of the 2018 Budget Workshops and Hearings. Zac will take the first two meetings and they will discuss further dates at the next meeting.

Instruction to Staff:

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

VII. Election of new Chair & Vice Chair:

- A. The Advisory Board Members were advised that the current options would be to elect a new Chair or Vice Chair or they could choose to re-nominate the current Chair and Vice Chair for another term.

A motion nominating Zac Cassidy to remain as Chair and Jim Ryan to remain as Vice Chair for a second term was made by Mike Payne, seconded by Chester Just, and unanimously passed by the Advisory Board members.

VIII. There being no further business before the Board, the meeting adjourned at 11:30 a.m.

This meeting was recorded on CD 18-SC-23 (Sony IC Recorder).

Hand-Outs at the 2/7/18 Meeting:

1. Updated Living Wage Contracts Report.
2. 2018 Living Wage Rate Poster.
3. Advisory Board Membership Letter to John Hillman.
4. 2018 Budget Workshop Schedule.
5. Attendance Record.
6. Schedule of Living Wage Advisory Board Meetings for 2018.



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period Febuary through May 2018)

Item:	Bid/RLI/ RFP No.:	Description/ Title:	Vendor/ Contractor Name:	Award Date:	Effective Date:	New Estimated Contract Value Annual:	Previous Estimated Contract	Comments:	Reporting Exemption:	Contract Living Wage	Scope Changes
320	K2114434B1	Utility Bill Printing and Mailing Services	Northeast II, Inc. DBA TC Delivers	2/6/2018	2/6/2018	\$354,477.00	\$89,200*	Open-end contract for utility bill printing and mailing services for Water and Wastewater Services (WWS), in the two-year estimated amount of \$708,954, including an allowance in the amount of \$520,000 (for postage). Contract may renew the contract for three one-year periods, for a five-year potential estimated amount of \$1,772,386. The initial contract period began on award date and terminates in two years. Previous contract no. Y1424610G1 (*initial award was only 9 months based on piggyback contract). Pass thru amount was not previously part of this contract (\$520,000).	No	No	Yes
321	D2114263B1	Elevator and Escalator Maintenance and Repair (Group 1),	Eastern Elevator Service, Inc.,	4/24/2018	5/1/2018	\$426,050.00	\$741,052.95	Elevator and escalator maintenance and repair services for the Main Courthouse, Main Library, GC, Public Safety Building, GC West, SR Courthouse, EOC, and various other County offices in the initial two-year estimated amount of \$852,100, including allowances in the estimated amount of \$120,000. Contract may be renewed for three additional one-year periods, for a potential five-year estimated amount of \$2,130,250. Incumbent: thyssenkrupp Elevator Corporation; Contract Title: Elevator/Escalator Maintenance and Repair; Contract Term (EZ05380M1): April 1, 2006 to June 30, 2016. Expenditures to Date (Group 1): \$7,437,349. Interim Contract Term (EZ05380X1): July 1, 2016 to October 31, 2017. Expenditures to Date (Group 1): \$859,085. Interim Contract Term (EZ05380X2): November 1, 2017 to January 31, 2018. Expenditures to Date (Group 1): \$146,437. Interim Contract Term (EZ05380X3): February 1, 2018 to April 30, 2018. Expenditures to Date (Group 1): \$196,497. Total Expenditures to Date: \$8,639,368. There was a scope reduction for removing pre-maintenance work.	No	N/A	N/A
322	BLD2114940Q1	Otis Elevator and Escalator Maintenance and Repair Services	Otis Elevator Company	2/27/2018	2/27/2018	\$552,344.00	N/A	Open-end contract in the five-year estimated amount of \$2,761,720, which includes allowances in the potential not-to-exceed amount of \$500,000. The initial contract period begins on the date of award and terminates five years from that date.	Yes	N/A	N/A
323	PNC2115402B1	Clean, Inspect and Repair Drainage Facilities	Envirowaste Services Group, Inc.,	4/10/2018	4/10/2018	\$702,100.00	\$908,000.00	Clean, Inspect and Repair Drainage Facilities, Bid No. PNC2115402B1, for Water and Wastewater Services, in the annual estimated amount of \$702,100, which includes allowances in the amount of \$75,000 and authorize the Director of Purchasing to renew the contract for two one-year periods, for a three-year potential estimated amount of \$2,106,300. The initial contract period begins on the date of award and terminates one year from that date, contingent upon receipt of insurance/payment performance guaranty. Incumbent: Shenandoah General Construction Company, Contract Number Y1284708B1, Clean, Inspect and Repair Drainage Facilities; Contract Term: January 27, 2015 to January 26, 2018, expenditures to-date: \$1,484,835. Decrease in value - New line were added to contract, existing line deleted, revised quantities.	No	N/A	N/A
324	BLD2115834Q1	Air Conditioner (AC) Chiller Maintenance Services	Trane U.S. Inc.,	3/20/2018	3/20/2018	\$271,471.33	N/A	Open-end contract to sole source bidder, Trane U.S., Inc., for AC Chiller Maintenance Services, in the initial three-year estimated amount of \$814,414, which includes parts on a pass-thru allowances in the amount of \$279,000, and authorize the Director to renew the contract for two additional one-year periods, for a potential estimated amount of \$1,369,078. This is a new contract (does not replace a previous contract).	No	N/A	N/A
325	BLD2115627B1	Window Cleaning Services-Aviation	RK Cleaning Services, Inc.,	5/8/2018	5/8/2018	\$224,780.00	\$175,758.00	Window Cleaning Services-Aviation, Bid No. BLD2115627B1, for the Aviation Department, in the annual estimated amount of \$224,780, and authorize the Director of Purchasing to renew the contract for two one-year periods, for a three-year potential estimated amount of \$674,340. The initial contract period begins on the date of award and terminates one year from that date, contingent on receipt and approval of insurance. Incumbent: Sunshine Cleaning Systems, Inc.; Contract Title: Aviation Window Cleaning; Contract Term (Z1276010B1): January 6, 2015 to April 5, 2018. Expenditures to Date: \$561,037. Interim Contract Term (Z1276010X1): April 6, 2018 to July 5, 2018. Expenditures to Date: \$0.00.	No	No	No
326	OPN2115594B1	Mailing Services	Arrowmail Presort Company, Inc.,	5/22/2018	5/22/2018	\$205,673.33	\$382,744	Bid No. OPN2115594B1, for the Enterprise Technology Services Division, in the three-year initial term estimated amount of \$617,020, inclusive of allowances in the amount of \$537,000, and authorize the Director of Purchasing to renew the contract for two one-year periods, for a five-year potential estimated amount of \$1,028,367. The initial contract period shall begin on the date of award and terminate three years from that date. Incumbent: Interim contract to Arrowmail Presort Company, Inc. Contract Number and Title: K1228009X1, Mail Fulfillment Services. Contract Term: February 20, 2018 and continue on a month-to-month basis for a period not to exceed six months, or until award of a replacement contract, whichever occurs first. Expenditures to date: \$19,327.95.	No	No	N/A
327	PNC2115016A1	System and Services Agreement	Sgi Matrix, LLC	5/2/2018	5/2/2018	\$745,000.00	\$561,423.78	Equipment, software, related upgrade services, and system support and maintenance for the computer-controlled security access system utilized by BCAD at Broward County's FLL, in the total not-to-exceed amount of \$1,490,000 for the initial two-year term, which includes \$880,000 for equipment and system support and maintenance services; \$110,000 for a software upgrade, and \$500,000 for optional services, and including three optional one-year renewals, and to authorize the Director of Purchasing to renew this Agreement, for a potential five-year not-to-exceed total contract amount of \$2,810,000; and authorize the Purchasing Director to execute the same. New contract includes full-time, dedicated onsite technicians for repairs. Previous contract no. Z1019513Q1 was awarded on August 31, 2012.	Yes	No	Yes
328	OPN2115563Q1	Wallace & Tiernan Equipment, Parts, and Services	Water Treatment & Controls Company	3/15/2018	5/8/2018	\$158,230.00	\$75,500.00	The purpose of this contract is to provide Wallace & Tiernan brand equipment, parts, and repair services. New contract includes additional mobilization and additional pumps.	Yes	No	Yes

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	7	N/A	4	N/A	6	N/A	1	N/A	3	N/A	5		
Member Name														
Zac Cassidy, Chair		X		NQX										
James Ryan, Vice Chair		X		NQX										
Mike "D" Payne		X		NQA										
Frank De Risi		X		NQX										
Mark Klein		A		NQA										
Chester Just		X		NQE										
John Hillman (resigned)		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