

**RESOLUTION No. 10 – 176**

**A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH OSTERHOLT CONSULTING SERVICES FOR THE PROVISION OF BUDGET CONSULTING SERVICES FOR FISCAL YEAR 2009-2010 IN ACCORDANCE WITH SCHEDULE "A" ATTACHED HEREIN; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City of Doral City Council seeks to implement the City of Doral Strategic Plan, establish performance based budgeting; and facilitate the preparation of the fiscal year 2010-2011 annual budget ; and

**WHEREAS**, Staff respectfully recommends that Council authorize the City Manager to negotiate and enter into an agreement with Osterholt Consulting Services for the provision of the following services:

- Strategic Planning and Policy Initiatives
  - Performance Based Budgeting
  - Updates to the Performance-Based Program Budget and Implementation Review Strategies
  - Final Preparation of the FY 2010-2011 City of Doral Annual Budget;
- and

**WHEREAS**, Staff respectfully requests that the City Council authorize the City Manager to negotiate and enter into an agreement with Osterholt Consulting Services for the provision of budget consulting services, as stated herein in Schedule "A," for fiscal year 2010-2011.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DORAL AS FOLLOWS:

Section 1. The City Council of the City of Doral hereby authorizes the City Manager to negotiate and enter into an agreement with Osterholt Consulting Services for the provision of budget consulting services, as stated herein in Schedule "A," for fiscal year 2010-2011.

Section 2. This Resolution shall take effect immediately upon adoption.

The foregoing resolution was offered by Vice Mayor DiPietro who moved its adoption. The motion was seconded by Councilwoman Rodriguez and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Michael DiPietro	Yes
Councilman Luigi Boria	Yes
Councilman Pete Cabrera	No
Councilwoman Ana Maria Rodriguez	Yes

PASSED and ADOPTED this 8<sup>th</sup> day of December, 2010.

  
\_\_\_\_\_  
JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:

  
\_\_\_\_\_  
BARBARA HERRERA, CITY CLERK

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
JIMMY MORALES, ESQ., CITY ATTORNEY

## Schedule A

### Technical Assistance in the Preparation Of the 2011/2011 Strategic Initiatives, Staff Performance Agreements and Performance-Based Program Budget

- Strategic Planning and Policy Initiatives \$27,500
  - Preparation for the Policies Initiatives Conference Workshop, and Conference Management. This includes preparing conference materials, meeting with staff to make operational and managerial decisions about the Conference, and meeting with the Mayor and Councilmembers to discuss issues and opportunities.
  - Managing the Strategic Initiatives Conference process, and resulting issues rankings.
  - Preparing the final rankings analysis, and drafting the Conference Report
  - Preparation for the “Staff Response Saturday” Workshop, including preparing the Staff Response” draft for City Council review
  - Managing the “Staff Response Saturday” Workshop process
  - Preparing the final report from the “Staff Response Saturday” Workshop process
  
- Performance Based Budget \$55,000
  - Updating the Program Budget Development Manual focusing on three new elements:
    - Program Budgets/Measures for all City Departments including those departments that are internal services focused.
    - Focus on the set of improvements listed below.
  - Assisting the Departments and Offices in Developing their 2010/2011 improved Annual Performance Based Budget Request
  - Serving as the City’s Budget Staff and Working with the Finance Department in Preparing and Reviewing the Manager’s 2010/2011 Annual Budget Request for Council Review
  - Design the staff budget presentations to focus more on program budgets and program measures.
  
- Updates to the Performance-based Program Budget and Implementation Review Strategies \$50,000
  - Institute a process of Performance Agreements between the City Manager and all City Department Directors with predetermined performance benchmarks and timing/sequencing schedules.

- Providing detailed instructions to encourage Department Directors to implement similar programs with their senior managers.
  - Insure that all program measures included in the City's Adopted Performance based Program Budget are:
    - Based on impacts and outcomes (efficiency and effectiveness)
    - Tied to data sources that currently available to the Department
    - Part of a reporting process that can be detailed by the Department, and available to the Manager on a preset time line
    - Tied to project level information reported in the Dashboard
    - Selected based on and tested against the 'SMART' criteria: specific, measurable, aggressive, realistic and timely.
  - Initial design and test the process by which the City's finance system can link expenditures to elements in the Performance based Program Budget
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- Final Preparation and Production of the 2009/2010 City of Doral Annual Budget \$39,000
    - Designing the budget book layout
    - Updating and collecting the photography to be used to illustrate the design
    - Drafting the text and tables for the final document
    - Drafting the graphics and selecting the photographs
    - Presenting the draft for final review
    - Presenting the final print ready copy
    - Assist the City staff in final printing issues
    - Work with City staff in preparation of a compact disc to accompany the printed text
    - Work with City staff in preparation and uploading budget documents to the City's website