



Memorandum

To: Honorable Mayor and City Council

Date: April 24, 2020

From: Albert P. Childress, City Manager

Subject: **Weekly Council Update/April 19 - April 25, 2020**

City Manager's Office

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

- 1) Recap of the Weekend
- 2) Overview of Budgets
- 3) COVID-19 Update

- City Manager held weekly meeting with Finance Director, Ms. Matilde Menendez.
- Deputy City Manager along with City staff members and AECOM staff attended RFP No. 2020-06 - Pre-Con and Construction Manager at Risk for Doral Central Park - Phase II Round I (Oral Presentation/ Interview) - KL Construction.
- Deputy City Manager along with City staff members and AECOM staff attended RFP No. 2020-06 - Pre-Con and Construction Manager at Risk for Doral Central Park - Phase II Round I (Oral Presentation/ Interview) - PCL/ Pirtle.
- Deputy City Manager along with City staff members and AECOM staff attended RFP No. 2020-06 - Pre-Con and Construction Manager at Risk for Doral Central Park - Phase II Round I (Oral Presentation/ Interview) - ANF Group - Wharton-Smith.
- Deputy City Manager along with City staff members and AECOM staff attended Evaluation Committee Meeting (Phase 2) Round I | RFP # 2020-06 Pre-Construction and Construction Manager at Risk for Doral Central Park.
- City Manager and Deputy City Manager held virtual meeting with Mayor Bermudez and AECOM staff member, Mr. Michael Trader regarding Parks Bond Update.
- City Manager held weekly meeting with IT Director, Ms. Gladys Gonzalez and Assistant IT Director, Mr. Carlos Olivares.
- City Manager and Deputy City Manager held individual virtual meetings with City Councilmembers to review agenda for April 22nd Virtual Council Meeting.
- Deputy City Manager attended City Managers (MDCCMA) Weekly Conference Call Regarding COVID-19 Updates.

- City Manager and Deputy City Manager held virtual Agenda Briefing meeting along with City Attorney Figueredo, City Clerk Diaz and Department Directors.
- City Manager and Deputy City Manager attended April 22, 2020 Virtual Council Meeting.
- Deputy City Manager held virtual weekly meeting with Parks and Recreation Director, Ms. Erin Weislow.
- City Manager and Deputy City Manager held virtual meeting with City Attorney Figueredo, Assistant Finance Director, Ms. Solangel Perez, Finance Director, Ms. Matilde Menendez regarding Building Department Fund.
- City Manager held weekly meeting with Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta.
- City Manager and Deputy City Manager along with City Attorney Figueredo and City Clerk Diaz held Virtual After-Action April 22 and Agenda Review May 13 meeting with Department Directors.
- City Manager held weekly meeting with Human Resources Director, Mr. John Prats.
- 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.
- City Manager and Deputy City Manager held virtual meeting with Economic Developer, Mr. Manuel Pila regarding CBO Grant application.
- City Manager and Deputy City Manager held virtual meeting with City Attorney Figueredo, Legal Office Manager, Ms. Yamileth Pereyra, Procurement Manager, Ms. Tanya Donigan and Assistant Public Works Director/Chief of Engineering, Eugene J. Collings-Bonfill.
- City Manager and Deputy City Manager held virtual meeting with Chief of Police, Mr. Hernan Organvidez, Deputy Chief of Police, Mr. Raul Ubieta and Mr. John Hearn about COVID-19.
- City Manager and Deputy City Manager held weekly meeting with Mayor Bermudez.
- City Manager and Deputy City Manager held discussion meeting with Mayor Bermudez, City Attorney Figueredo, Code Compliance Director, Mr. Edgard K. Estrada, Chief of Police, Mr. Hernan Organvidez, Parks and Recreation Director, Ms. Erin Weislow and Communications & Protocol Manager, Ms. Maggie Santos.
- City Manager and Deputy City Manager held Bond Meeting Process regarding Construction Management via video conference call with City and AECOM staff members.
- City Manager and Deputy City Manager held meeting with Transportation Manager, Ms. Rita Carbonell, Public Works Director, Mr. Carlos Arroyo and Transit Operations Manager, Ms. Shirley Forero regarding the trolley.

Capital Improvement Project Manager

- **Doral Cultural Arts Center:**
 - 50% Construction Documents design on-going and on schedule
- **Morgan Levy – ITB**
 - IT design and Asbestos survey WO being executed.
- **White Course – RFQ advertised November 4th**
 - Site plan Design on-going
- **Doral Meadow – RFQ advertised November 1st**
 - Site survey – April 20th - 24th
 - Asbestos Survey – April 23rd
- **Doral Boulevard Pedestrian Bridge:**
 - Submitted responses to comments provided by FDOT to date.
- **Trail Network:**
 - NTP issued to APCTE for Sharrows exhibits – April 20th
- **Doral Central Park:**
 - Completed Phase II – Evaluation for Pre-construction and CM@R;
 - Presentation made on April 21st
 - Completed Phase II – Evaluation for A&E;
 - Presentation made on April 20th
- **Lighting of Trails:**
 - Revision of Report on-going with selected options by City
 - Coordination with Southern Command and Federal Reserve – ongoing.
 - Initial comments from Southern Command – No objection
 - Initial comments from Federal Reserve – requested to see trail lighting details, pole spacing, overall design
- **Trails and Tails Park:**
 - Work Order for IT design in process – April 22nd

Building Department

****Partial Remote Work Force****

- **ADMIN:** Director attended Directors Meeting, weekly with DCM, Bond Mtg; Miami Dade County Building Officials Teams Meeting; RFQ Construction Services for Doral Central
- **"WeB" Software UPDATE:** Attended GTM with Implementation Consultant for Automation; various internal Teams meetings to coordinate work effort; final GTM with IC to review week and plan ahead
- **HUMAN RESOURCES ACTIVITIES:** Hiring activities pending. Reviewed remote work time sheets.
- **2nd FLOOR LEADERSHIP TEAM MEETINGS:** No activity this week.
- **Item 20-3635 Permit Fee Utilization Report:** Memo pending procurement response.
- **Uniform Contract:** PO Pending. No info to date.
- **STAFF ACCOMPLISHMENTS:** Thanks to the ongoing efforts of the Building Team that are

configuring the EnerGov system. This very important project requires all hands-on deck. We thank you.

- PHONES: Data available: (-)109 Inbound call count for week
- INSPECTIONS: (-)89 Average Daily Inspections, (-)445 total Inspections Completed (week)
- PLANS REVIEWS: (+)195 Plan Reviews (Quantity), 6% Expedite, 0% Walk-Thru, -7% Rework, +87% Drop-off; Walk-thru' s and Expedite program discontinued; emphasis on reworks and project in pipeline
- Average plan review time per plan per trade = 47 mins
- LOBBY DATA (DORALQ): Solution Center was closed to the public on March 18. DoralQ not available.
- VELARO CHAT PORTAL: 3041 Total Online Customers; 10 Total Engagements. 4.9 mins Average Handle Time
- EMOJI SURVEY RESULTS - BUILDING ONLY: No data. Solution Center closed to the public.

Code Compliance

- Code Compliance Department has continued with the enforcement of the Emergency Orders enacted by the City of Doral and Miami Dade County. Also, education of the orders over the numerous phone calls received.
- Code Compliance Department held first ever virtual staff meeting.
- Members of the Code Compliance team are currently testing Energov software to make improvement recommendations to fit our process.
- Director and Assistant Director submitted revised Budget Request for FY-2021

Finance

- One hundred and twenty checks were issued for a total of \$976,474.21.
- One Wire-Transfer was issued for a total of \$28,898.49.
- Daily transactions for Cashier, Parks and Recreation Department including online payment system (OPS) have been journalized.
- Currently working with the City Manager and Department Directors in preparing the Budget for Fiscal Year 2021.
- A total of 6 PO's were created for a total value of \$12,984.00

CITY OF DORAL - PROCUREMENT PROJECTS SUBJECT TO THE CONE OF SILENCE AS OF 04/22/2020

Bid #	Broadcast Date	Due Date	Bid Name
Dept RFP No. 2020-01 CM	01/10/2020	02/11/2020	Grant Writing Consulting Services
No Pre-Bid; 2 submittals received. Bids are being evaluated.			
RFQ No. 2020-05 PW	01/21/2020	02/28/2020	A&E Services and Related Disciplines for Central Park
Pre-bid meeting 2/04/2020, 55 firms attended. 5 submittals received. Award Recommendation being made.			

RFQ No. 2020-06 PW Pre-bid meeting 2/04/2020, 41 firms attended.	01/21/2020	02/28/2020	Pre-Construction & Con. Manager at Risk for Central Park
ITB No. 2020-09 PW Pre-bid meeting 05/07/20	04/21/2020	05/22/2020	Street Sweeping Program
RFP No. 2020-10 PR Pre-bid meeting 04/30/20	04/20/20	05/15/2020	Sponsorship Asset Inventory, Valuation, Naming Rights
RFP No. 2020-11 PR Pre-bid meeting 3/12/2020, 11 firms attended.	03/02/2020	04/23/2020	Nature Focused Camp at Doral Glades Park
RFP No. 2020-12 PR Pre-bid meeting postponed to 04/24/2020	03/05/2020	05/14/2020	Special Needs Camp
ITB No. 2020-13 PW Pre-bid meeting 3/17/2020, 19 firms attended.	03/05/2020	04/23/2020	NW 112 Avenue (25-34 St.) Roadway Improvements
ITB No. 2020-14 PW Pre-bid meeting 4/24/2020	04/13/2020	05/08/2020	Right-of-Way Maintenance Services

Human Resources

- Cleared 4 candidates for the Police Department. Provided a start date and coordinated with all applicable units.
- Conducted 94 employment verifications and created 4 employment verification letters.
- Reviewed and reconciled 200 timecards for the police department, added time for all FMLA, workers compensation and other employees on leave.
- Coordinated benefits enrollment for 16 employees, distributed information and ensured all members enrolled in the benefits by the deadline.
- Revised and posted the Human Resources Generalist vacancy.
- Participated in the weekly phone call with Neogov for the HRIS/Payroll System.
- Revised timesheet format to reflect daily format to ensure daily tracking.
- Reconciled all invoices for the employee benefits. (Humana, Legal shield and Aflac).
- Audited evaluation logs for Police. Conducted a review on correct dates. In addition, updated annual salary with Life insurance carrier to ensure accuracy.
- Sent reminders to the department directors in regard to pending annual evaluations.

Information Technology

- Assistant IT Director
- Bond bid test assessment meeting
- Work on department budget
- Troubleshoot Microsoft Teams
- Assessing requirements and workarounds for virtual meetings
- Assessing needs/updating comments with internal team for Parks Bond projects
- Troubleshooting Teams recording and saving

Reviewing requested auditing features for Teams
Review policies and procedures

- Police Support:
 - Continue to support telecommute staff.
 - Assisted in fixing MS Teams for BD.
 - Created fillable form for Doral Food request.
 - Created email for Doral Food request.
 - Met with Central Square and Motorola for the new County CAD upgrade.
 - Added new licenses for Net Motion.

- Security Manager

Analyzed 27 emails reported by City users

Assisted Police Department IT in ensuring critical alert emails are whitelisted

Assisted the Chief of Police with installing email security feature

Enhanced email security

Ensured new users completed security awareness training

- Network Administration

Participated in the IT- Team Meeting.

Reviewed Network Automated Reports.

Modified call flow for the Code Compliance Department.

Followed up and closed a Technical Ticket VPN Related (Feedback Provided).

Continued to troubleshoot a VPN connectivity issue for a user from the Building Department.

Troubleshoot with the Security Partner of the Firewalls & Antivirus Reporting tool.

Troubleshoot Antivirus-Firewalls.

Taught IT Tech on basic troubleshooting in the VPN server.

Monitored City's Network.

Assisted PD Help Desk Supervisor on port allocation for connecting endpoints to the network.

Network configured to connect a new network switch in order to deliver IP services to endpoints.

Assisted PD Technician during a troubleshoot with an IP-Phone, hardware related.

Reviewed advising articles that were provided by the IT Security Manager.

Guided and supervised CH Help Desk Technician on provisioning a new IP phone for replacing a broken one at PD Dispatch.

Activated 3 LTE SIM Cards with the Service Provider.

Coordinated and planned with the Intersection Analyst regarding services replacements at the intersections.

Followed up with a Vendor about new features to implement in our Voice Services.

Participated in a meeting with a third party partner regarding the PD Email Migration.

- Systems Administration.
 - Review and Keep the backups 100% operational.
 - Troubleshoot with the System Analyst problem with Internet Explorer.
 - Team meeting with Microsoft teams.
 - Help helpdesk supervisor with some issues.
 - Run Windows update in the server pilot group.
 - Test Microsoft Stream with the team to save videos on the cloud.
 - Follow up with veritas about the pointer issue in our archiving System.
 - Review and closed the open tickets in Kace
 - Conference call with the vendor about the email migration to office 365 in PD.
- City Wide Help Desk
 - City Wide Help Desk SLA at 100% of all Support Tickets

- (IT) Windows 10 upgrade campaign – In Progress
- (IT) IT Help Desk Survey draft - In Progress
- (IT) Troubleshoot access controlled door Glades Park
- (IT) Vendor conference call and demo
- (IT) Resolving variety of user incidents at City Hall

- Systems Analyst

IT Access Control SSA PO Vendor COMPLETED (Waiting on Install)

IT CH and PD Access Control Upgrade Vendor Onsite Meeting COMPLETED

FN Upgrade to Open Finance IN PROGRESS

IT EnerGov IO's/Automation Training IN PROGRESS

IT EnerGov Automation Triggers Table Comparison IN PROGRESS

IT EnerGov 500 Item Requirement Scope Revision IN PROGRESS

IT/PW Elevator and Access Control Integration Purchase Order (Waiting on Vendor) IN PROGRESS

- Setup and driving of EOC systems for bidding
- Setup council chambers for committee meeting
- Setup and supported teams meeting for the 6 vendors
- Webex Setup for weekly meeting, finance, and public works depts.
- Reviewed park plan questions for construction
- Held several meetings with dell and Briefcam regarding additional server resources for purchase

- Database Administrator:

- Updated the Application on the Server to the new version.

- Attend the Energov Automation Training scheduled on Tuesday 21, Wednesday 22, Thursday 23, 2020 at 8:30 am - 12:00 pm and 2:30 pm - 4:00 pm.

- Working on the Data Conversion Energov Project on:

1.- Script was developed to clean up and modify the Public Works permits to the format required, almost 989 permits were modified and there are around 60 to modify manually. An email was sent to the PW Permit Clerk asking for her assistance to modify the pending ones.

2.- Script was developed to join the current Permits Table with the Intersection Table and map the Latitude and Longitude for each permit.

3.- Working to develop the final Script to update the current Permits Table and upload the Permits Address with the format required and the latitude and longitude for each one.

All these scripts have been tested in the development server, once they are completed they will be run in the production current system database.

- GIS Administration:

Prepared EnerGov Training.

As per planning & zoning dept's request, assisted with GIS tool field calculator.

Meeting on online EnerGov Training.

Hand- on practice on EnerGov.

Outreached eMap International.

- Application Development:

Assisted to Energov Automation configuration/training session.

Assisted PZ and BD with folios and properties.

Updated web server.

Reviewed Tyler 311 API documentation and gathered questions for the Integration meeting.

Assisted to Tyler 311 Integration meeting.

Assisted CE with Lien Search.

- Citywide Projects

2018-2019 BD - DEVELOPMENT SERVICES SOFTWARE

Tyler team provided training to Information Technology staff how to code Geo rules, automation processes. We continue to work on Energov Project requirements with different departments and updating requirements on notifications and RFP automatic processes.

Project overall is 26% completed

2019-2020 Tyler 311

Weekly meeting is occurring to coordinate training for API to extract data.

New Tyler311 2020 will be release May15 delaying our presentation. We continue discussing new upgrade of Tyler311 2020 and process to implement. IT has receive information for SRSS portal for reporting and will be trained by developer on how to extract data and working with PW on users requirements.

Project overall is 31% completed

2019-2020 Integration to Document Retention Project-Bluebeam

Testing and setup in Energov to use Bluebeam was achieved for users this week was completed.

We are processing PO for Bluebeam after April 22nd Council Agenda approval was obtained.

Complete training and implementation of Bluebeam should start in June/July

Project overall is 7% completed

2019-2020 Energov Integration to Laserfiche Project

We obtain statement of work and obtained quote with various Energov interfaces, we are evaluating proposal this week and have requested some additional information from Laserfiche company.

Project overall is 9%

2019- 2020 Neogov HR Project

Working in Neogov-meetings/update issue Log and Stakeholder/Communication plan, NEOGOV submitted their Project schedule/Plan.

Project overall is over 20%

- Intersection LPR's & CCTV

- Remote Maintenance and monitoring of License Plate Readers to include field repairs.

- Remote Maintenance and monitoring of Traffic surveillance cameras to include field repairs.

- Continued working with Miami-Dade PW and HP Electrical engineer on the design/permit of Site I, Site 26 ,and Site 30 LPR camera installation.

- Attended Genetec webinar on new features available.

- Coordinated the pickup of old UPS & batteries at main PD.

- Setup/config Pep wave for the new FirstNet Band at Site6 with the assistance of Sr. Network Admin.

- Website Projects

- FPL 2 LPR Poles:

Site I plan Horsepower delivered photos to PW, after they are approved By Doral a pre-construction meeting will be coordinated by City of Doral PW. Waiting also on photos for issued permits to site 26: 2020040029: NW 79TH AVE & NW 58TH ST and site 302020040025: NW 107TH AVE & NW 90TH ST. These permits are pending for the pre-construction meeting to be requested and the electrical sub permit will need to be applied for. Site I plan is waiting on MDC after Engineer had to update plans for missing sidewalk

Project is 20 % completed.

- WCCD 37122- New Smart City Certification Project

Continue updating/requiring documents Education, Telecommunications and Transportation indicators with new documentation provided.

Project is 82% completed

Parks and Recreation

- Director & Assistant Director- Attended the Oral Presentations & Evaluation meeting for RFP 2020-06- Pre-Con and Construction Manager at Risk for Doral Central Park
- Director attended Mayor Gimenez Miami Dade County Virtual Town Hall- discussing reopening of parks & open spaces.
- Director had weekly meeting with Assistant Director
- Director & Assistant Director- Attended the Oral Presentations & Evaluation meeting for RFQ 2020-05- Architectural & Engineering Services for Doral Central Park
- Director attended agenda review meeting with Vice Mayor Fraga
- Director attended virtual Council Meeting
- Director had weekly meeting with Deputy City Manager
- Staff attended RFP Bid Opening- Nature Summer Camp
- Department notified internal candidates regarding status of Community Center Manager position
- Director attended Weekly South Florida Parks Coalition Meeting to discuss the re-opening of parks across Miami Dade County.
- Moved Tackle Football & Cheerleading registration online
- Events staff continued to work with the Miami Short Film Festival to develop a virtual short film festival for Doral TV.
- Staff attended virtual pre-bid meeting for Special Needs Summer Camp RFP
- Continued offering Virtual programming
- Veteran's Park & Trails and Tails Park Parking Lot sealing project is on-going and underway
- Maintenance staff completed drain project at Morgan Levy Park

Planning and Zoning

- 18 Permits reviewed for this week.
- 16 Inspections performed this week.
- 0 New BTR/CU for this week.
- Staff participated in two (2) Pre-Application Meetings, Shelton Academy and Just Sports.

Economic Development:

- Participated in Doral Farm-Share feeding event.
- Prepared Façade Grant agreements for awarded applicants.
- Attended International Economic Development Council (IEDC) webinar "The Great Reset: Strategies and Data for Recovery".
- Attended CoStar webinar "The Coronavirus - Effects on Real Estate".
- Participated in Greater Miami Convention & Visitors Bureau (GMCVB) Business Pre-Recovery & Recovery Campaign/Regional Partners meeting.
- Participated in Beacon Council Town Hall meeting with GMCVB, Greater Miami and the Beaches Hotel Association, FIU, and Miami-Dade Mayor.
- Organized IEDC Certified Economic Developer (CEcD) certification course schedule.
- Met with Jaime Flores, Sr. Advisory to Senator Rick Scott, RE: providing assistance to constituents in Doral.
- Met with Doral residents and businesses seeking information, provided technical support with

business assistance programs and unemployment applications, and connected food and emergency product suppliers to agencies and Doral procurement.

- Coordinated CBO, PTSA and Façade grant applications and payments.
- Met with City Manager and Deputy City Manager RE: eligibility of CBO applicants.
- Worked with Finance and PZ staff to survey import-export companies and follow up with companies requesting specific information or contacts.

Police Department

Arrests

- Felonies: 9
- Misdemeanors: 7
- Traffic: 1
- Warrants: 3
- DUI: 0

Traffic Citations

- Hazardous Moving Violations: 24
- Non-Hazardous Moving Violations: 23

Notable Arrests & Incidents

Burglary to a Vehicle

Grand Theft

Auto Theft

Doral police arrested two men who committed several vehicle burglaries and stole an automobile in February. At the time of the crime some of the vehicles that were burglarized were processed for fingerprints and they yielded the identity of the subjects. A few days ago, the Miami Police Department arrested several men as part of a Robbery detail. Among those arrested were the two men sought by Doral Police. Doral detectives responded to the Miami Police Department where they had an opportunity to meet with the men. After waiving their Miranda Rights, they confessed to their involvement in the crimes committed in Doral.

Grand Theft

Organized Fraud

Fraudulent Use of Identification

Doral Police arrested a woman who defrauded and stole over \$5,300 from her employer. The woman was employed as a driver by a company that provides transportation services for doctors. Her duties were limited to the transportation of patients to and from several doctors' offices. An employee of the firm was reviewing the monthly bank statements when she noticed several unaccounted payments for personal services and obligations. Detectives were able to confirm that the woman used her personal email and mailing addresses when she made the payments. She was arrested and transported to TGK.

Public Information Office

- The PIO handled inquiries from the media on matters involving the Doral Police Department.
- The PIO has been conducting an awareness campaign on social media to advise the public of fraudulent schemes where criminals are luring individuals by telephone, emails, and text messages and stealing monies that are part of the government's economic stimulus bill.

- The PIO conducted roll call training with all personnel and discussed proper relations with the general public when dealing with inquiries and requests for specific information on public safety issues.
- 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 -16

- Doral Commons Plaza-Publix, McDonalds, banks, Business contacts
- 87 Av Plaza-Sergio/FedEx/Storage
- Navarro Plaza-Starbucks, bank, restaurants
- Landmark-clubhouse HOA
- Doral Dunes 26R cases 6891/6296 Spk w/HOA president
- Code Compliance Detail

Friday-17

- Village of Doral Oaks HOA follow up with residents ML
- SAMS-change of First Responder hours to Sundays
- Publix NW 97 and 41 St-f/u on closing issues
- Food Share event @ Doral Central Park
- 11400 Plaza-Business check customer flow @ Navarro
- Code Compliance Detail
- 311 Intake/ Phone Calls

Monday-20

- Commons Plaza-Business Contacts –Publix, TJ Maxx, McDonalds, UM Urgent Health Care
- Sam's & Walmart-Customer Flow
- Inktel-with 612/613 Code Violation Call
- Candlewood-Business contact-occupancy
- Intercontinental-occupancy business contact
- Vanderbilt-HOA area check
- Doral Villas-HOA area check
- Code Compliance Detail
- 311 Intake/ Phone Calls

Tuesday-21

- International Mall-Mall watch check
- La Carreta-closed for tenting
- Sedano's-update on testing in plaza
- Delia's plaza-unauthorized testing set up-closed by Code
- Windward-f/u Board Contact
- Bill Seidel's-meeting with service-staffing and COVID-19 changes
- COVID 19 Testing Site Assistance

- Supermarket Detail(Publix) Elderly Hours Assistance
- Code Compliance Detail
- 311 Intake/ Phone Calls

Wednesday-22

- Doral Commons-plaza-open vs. closed businesses
- Groceries-311-detail
- Trump meeting criminal mischief to vegetation
- Flatts-coordinate meet with new property manager
- Supermarket Detail (Publix) Elderly Hours Assistance
- Only 311 Food Assistance Deliveries
- 311 Intake/Phone calls

Office of Emergency Management

- Filed daily situation reports on the City's COVID-19 protective measures and response with Miami-Dade County's Emergency Operations Center (EOC) Municipal Branch.
- Assisted NRU and SRO with food distribution program.
- Updated Doral PD protective equipment purchase report.
- Continued outreach on COVID-19 prevention and mitigation on website and social media platforms including information provided by the CDC, the Florida Department of Health, Miami-Dade County Fire Rescue, and the City's Public Affairs Office.
- Public information included Doral Individual and Family Food Support Program, and new home testing for seniors.
- Provided Directors with daily COVID-19 Updates.
- Provided Satellite Cities with daily COVID-19 Updates.
- Assisted Public Affairs with Miami-Dade County and Doral COVID-19 cases information.
- Updated Category B DPD Expense Report for Public Assistance program.
- Procured additional protective equipment: N95 masks, gowns, shoe covers. etc.
- Reviewed Closed POD draft to be part of MOU with health facilities.
- Shared information with Hands on Doral volunteers to assist the City in informing the public on COVID-19 preventive actions and food distribution.

Training Bureau

The Training Section coordinated the following activities:

- Complaint Intake/Public Record Request Training
- Real-Time Dashboard Trainings
 - o Remaining Patrol and GIU
 - o CSI
 - o New Officer employees

- o New PSA employees
- Remedial Trainings – Officer Safety Considerations
- Respirator mask fittings – Department-wide
- Taser Inventory Meeting – Doral Police Training Center

Public Works

- Replaced damaged motor fan and contactor in chiller 2 at the Police Department. Unit is functional.
- Returned comments from Regulatory Agencies to Wolfberg Alvarez for review and provided 100% signed and sealed Construction Documents for the Real Time Information Center at the Police Department.
- Completed 1st floor and 2nd floor lighting upgrade to LED lights at Government Center.
- Held a conference call with Recycling Coach and Miami- Dade County Recycling Manager for a presentation of an application to increase recycling percentage within the City of Doral residential areas.
- ITB 2019-36 “Year 7 of the Canal Bank Stabilization Program”: The construction is ongoing. The contractor is working along NW 25th Street between NW 97th Avenue and NW 92nd Avenue installing the geo-web cells and the installation of fencing. The segment along NW 25th Street is 90% complete. The second segment will be along NW 54th Street between NW 102nd Avenue and NW 97th Avenue. The City of Doral received a Stop Construction Request due to COVID-19 for a two-week period from the contractor set to begin on April 10th. This week the contractor advised that the company has assessed the situation and requested to begin work again a week early and begin on Monday, April 20th. The City granted permission for their request.
- ITB 2019-30 “Sub Basin A-4 Stormwater Improvements”: On February 18, 2020 the construction began of stormwater improvements along NW 84th Avenue between NW 25th Street & NW 12th Street. The awarded contractor, Maggoc, Inc., continues to install the additional drainage and continue on to the next phase. This project has 7 phases and the contractor began phase 4 this week. Phase 4 is along the northbound lanes along NW 84th Avenue a little north from Sam’s Club. It is estimated that the contractor will remain in this area for another week.
- ITB 2018-13 “Year 5B Canal Bank Stabilization”: Blue Folder for LAP Grant Project Closeout is being compiled and was submitted on Monday, April 20th. FDOT is reviewing all of the documents submitted. With this, the remaining 10% of the \$1,000,000 LAP Grant will be released to the City and all of the grant money would have been reimbursed to the City.

Transportation:

- NW 82 Ave. Roadway Construction between NW 27 St. and NW 33 St.: (4/20) The contractor’s stripping subcontractor has begun thermoplastic installation and will be completed by tomorrow Friday; 4/24.
- NW 74 St. Traffic Signals at NW 97 Ave. and at NW 102 Ave.: (4/20) Contractor has completed all the directional bores on 97th avenue intersection. Contractor has installed 2 of 4 mast arm concrete bases, the FPL service station, all of the pull boxes and has completed all of the directional bores on 102nd avenue intersection.
- Citywide Sidewalk Improvements: (4/20) NO activity; waiting on FPL to remove pending light pole on NW 19th street.

- NW 41 St. Roadway Construction between NW 87 Ave. and NW 79 Ave.: (4/20) Contractor is 90% completed with Dressels Canal portion of project. Contractor continues to uncover an enormous amount of existing utilities, in direct conflict with drainage structures, which is hindering the drainage scope installation; from 79th Avenue to 82nd Avenue. Nonetheless, contractor has managed to install structures (S-32, 29, 27, and 21) on the north side of 41st street.