

Sanchez, Rodzandra (COE)

From: Diaz-Greco, Gilma M. (COE)
Sent: Friday, September 22, 2017 10:50 AM
To: Sanchez, Rodzandra (COE)
Subject: Julian Guevara, Municipal Manager, Miami-Dade County Department of Transportation and Public Works (Prohibited Travel Expenses) INQ 17-229
Attachments: Gift Letter - Complimentary pass_Guevara.pdf; Gift Letter - Complimentary pass_Rodriguez.pdf; Gift Letter - Complimentary pass_Cruz-Casas.pdf

INQ 17-229 Guevara (revised)

From: Centorino, Joseph (COE)
Sent: Wednesday, September 20, 2017 4:16 PM
To: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>; Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>
Cc: Alfonso, Annery (CAO) <Annery.Alfonso@miamidade.gov>; Sanchez, Gerald (CAO) <Gerald.Sanchez@miamidade.gov>; Kirtley, Eddie (CAO) <Eddie.Kirtley@miamidade.gov>; Turay, Radia (COE) <Radia.Turay@miamidade.gov>; Perez, Martha D. (COE) <Martha.Perez2@miamidade.gov>; Diaz-Greco, Gilma M. (COE) <Gilma.Diaz-Greco@miamidade.gov>
Subject: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade County Department of Transportation and Public Works (Prohibited Travel Expenses)

[REVISED OPINION SUPERSEDING OPINION PROVIDED ON 09/19/2017]

Mr. Guevara:

Since providing you with the opinion yesterday advising that you could not accept a complimentary registration to the Microsoft Envision Conference being held next week in Orlando, based on the prohibition on Section 2-11.1(w) of the County Ethics Code, due to fact that Microsoft is a County contractor, I have revised the opinion as indicated below, based on additional information received regarding details of the conference.

I understand that three individuals from the Department of Transportation and Public Works (DTPW) are scheduled to attend the conference, and that they will not be charged the \$2500 registration fee. The three individuals are Assistant Director Carlos Cruz-Casas, Jarice Rodriguez and yourself. I have been informed by Todd Bergeson, who is coordinating the program for the event for Microsoft, that all of the speakers and presenters for the conference, from both public and private sectors, are not required to pay the conference registration fee. I also conferred with Assistant Director Cruz-Casas, as well as Miriam Singer, County procurement director, who confirmed that the contract the Microsoft has with the County is administered and overseen by the Information Technology Department, and that no one in DTPW has had or will have any role in awarding or renewing the contract with the County. Also, I understand that all three of the DTPW attendees—Mr. Cruz-Casas, Ms. Rodriguez and yourself—will be participating in a presentation or panel discussion at the conference, and would, therefore, qualify as non-paying registrants due to that involvement.

Based on the foregoing, it is my revised opinion that you and the other DTPW staff may attend and participate in this conference. This is based on the fact that the County will be paying all travel-related expenses for the conference. Since all three of you will be providing adequate consideration for your admittance to the conference, consistent with the policy of not charging the conference presenters and panelists with a registration fee, I do not find that there is any travel-related expense being paid or provided by Microsoft. Therefore, Section 2-11.1(w) would not prohibit your attendance. In addition, the conference registration would not be considered a gift under Section 2-11.1(e)(1) of the Code, so there will be no need to report it on a gift disclosure form. I have also taken into consideration that none of the

three of you, nor anyone in DTPW, has played or will play any role in the oversight of the Microsoft contract with the County. The fact that you will be showcasing some of the County's programs, unrelated to the Microsoft contract, indicates that the purpose of your attendance is consistent with the County's interests and is not motivated by an intent to curry favor with County officials regarding the contract.

Thank you for facilitating the additional information. I do suggest for the future that you seek this type of opinion well in advance of the event to permit us sufficient time to gather the information necessary to render the opinion.

Sincerely,

Joe Centorino

Joseph M. Centorino

Executive Director and General Counsel
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 579-2594
Fax: (305) 579-0273
ethics.miamidade.gov



From: Guevara, Julian (DTPW)
Sent: Wednesday, September 20, 2017 12:05 PM
To: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Subject: RE: INQ 17-229 Complimentary Passes for Three Government Representatives

Mr. Centorino,

Please find attached letters for handy reference.

From: Centorino, Joseph (COE)
Sent: Wednesday, September 20, 2017 11:22 AM
To: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>
Subject: RE: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade Department of Transportation and Public Works (DTPW) (Travel Expenses from County Vendors)

Thank you. It is not an easy thing to change an opinion once I have given one, but it can be done if there is information that I did not have when the opinion was first provided.

The conference program is helpful. I need to clarify who would be going. Is it Carlos, you, or both of you, and is there another person who might also go?

If you can give me the name of someone involved with the conference with whom I can speak, in order to get a better sense of the registration policies for the conference, please provide it.

I understand that time is of the essence and will do my best to work with you on this.

Joe

Joseph M. Centorino

Executive Director and General Counsel
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 579-2594
Fax: (305) 579-0273
ethics.miamidade.gov



From: Guevara, Julian (DTPW)
Sent: Wednesday, September 20, 2017 10:06 AM
To: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Cc: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>
Subject: RE: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade Department of Transportation and Public Works (DTPW) (Travel Expenses from County Vendors)

Good morning Mr. Centorino,

Please find attached program for the 2017 Microsoft Envision. Carlos is listed in slide 8, under Government Sessions. Please note that we intend on providing you with three letters total, two staff members in addition to the speaker in order to help set up the presentation for Carlos. I appreciate your assistance in this matter, thanks in advance.

Respectfully,

julián guevara, municipal manager
Miami-Dade Department of Transportation and Public Works (DTPW)
division of transportation strategic planning
701 nw 1st court | suite 1700 | miami, florida 33136
e. juliang@miamidade.gov | p. 305.773.3218

From: Centorino, Joseph (COE)
Sent: Tuesday, September 19, 2017 6:24 PM

To: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>

Subject: RE: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade Department of Transportation and Public Works (DTPW) (Travel Expenses from County Vendors)

Mr. Guevara,

It would be helpful if there were something official in writing concerning this event, i.e., a brochure or something of that nature, for us to review. If there is a printed agenda, that also be helpful.

Joseph M. Centorino

Executive Director and General Counsel
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 579-2594
Fax: (305) 579-0273
ethics.miamidade.gov



From: Guevara, Julian (DTPW)

Sent: Tuesday, September 19, 2017 4:41 PM

To: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>

Cc: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>

Subject: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade Department of Transportation and Public Works (DTPW) (Travel Expenses from County Vendors)

Mr. Centorino,

Thanks so much for your prompt response. I communicated your feedback to Microsoft and they corroborated that there is no fee for the registration of government speakers (I didn't explained this very well when we spoke). No travel expenses or related will be provided by the vendor. They have provided the attached revised document to reflect this information. Can you please advise if we could participate as speakers on the conference? Thanks in advance.

Respectfully,

julián guevara, municipal manager

Miami-Dade Department of Transportation and Public Works (DTPW)

division of transportation strategic planning

701 nw 1st court | suite 1700 | miami, florida 33136

e. juliang@miamidade.gov | p. 305.773.3218

From: Centorino, Joseph (COE)

Sent: Tuesday, September 19, 2017 1:32 PM

To: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>

Cc: Alfonso, Annery (CAO) <Annery.Alfonso@miamidade.gov>; Sanchez, Gerald (CAO)

<Gerald.Sanchez@miamidade.gov>; Kirtley, Eddie (CAO) <Eddie.Kirtley@miamidade.gov>; Turay, Radia (COE)

<Radia.Turay@miamidade.gov>; Perez, Martha D. (COE) <Martha.Perez2@miamidade.gov>; Diaz-Greco, Gilma M. (COE)

<Gilma.Diaz-Greco@miamidade.gov>

Subject: INQ 17-229 Julian Guevara, Municipal Manager, Miami-Dade Department of Transportation and Public Works (DTPW) (Travel Expenses from County Vendors)

Mr. Guevara,

Having reviewed your inquiry concerning the Microsoft Envision Conference and the additional information provided by you over the phone, I can advise you that you may not accept a complimentary registration offered by Microsoft, a County vendor, for you to participate in next week's Microsoft Envision Conference in Orlando. Microsoft originally offered to cover transportation, meals, registration and other incidental costs for the conference, at which its work with Miami-Dade County would be showcased, but, due to the lateness of the response, is now offering to provide the \$2500 conference registration for your attendance. I understand that your department supervisor does not object to your attendance, due to the potential of having the County's programs presented publicly in a positive light. While I understand that the purpose behind the company's offer of complimentary registration for the conference does not appear to involve any intent on its part to exercise any improper influence, and that the event could provide a mutual benefit for both the company and the County, Miami-Dade County's Ethics Ordinance, Section 2-11.1(w), provides a very strict rule regarding the acceptance of any travel or travel-related expenses, including, but not limited to, "transportation, lodging, meals, **registration fees**, and incidentals from any County contractor, vendor, service provider, bidder or proposer." Because Microsoft is a County vendor its offer to cover the registration fee for the conference is covered by this section. The provision prohibits acceptance of such expenses by any County employee unless the prohibition has been waived by the County Commission. Such a waiver may be provided through either an explicit contractual provision approved by the BCC requiring the vendor or contractor to provide such expenses, or else by a separate action taken by the BCC to waive the application of Section 2-11.1(w) in particular circumstances. Since neither has occurred in this instance, you should not accept the proffered complimentary registration.

Thank you for taking the time to make this inquiry.

Sincerely,
Joe Centorino

Joseph M. Centorino

Executive Director and General Counsel
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 579-2594
Fax: (305) 579-0273
ethics.miamidade.gov



From: Guevara, Julian (DTPW)
Sent: Monday, September 18, 2017 4:23 PM
To: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Cc: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>
Subject: RE: Miami Dade County Participation in Envision

Good afternoon Mr. Centorino,

I trust this email finds you well.

Per our attorney's response (listed below), the attached letter must be reviewed by the Commission on Ethics. Could you please advise who from your staff should we contact for assistance with this? thanks in advance for the help.

Respectfully,

julián guevara, municipal manager
Miami-Dade Department of Transportation and Public Works (DTPW)
division of transportation strategic planning
701 nw 1st court | suite 1700 | miami, florida 33136
e. juliang@miamidade.gov | p. 305.773.3218

From: Alfonso, Annery (CAO)
Sent: Monday, September 18, 2017 3:16 PM
To: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>
Cc: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>; Libhaber, Bruce (CAO) <Bruce.Libhaber@miamidade.gov>; Sanchez, Gerald (CAO) <Gerald.Sanchez@miamidade.gov>
Subject: Fwd: Miami Dade County Participation in Envision

Hi Carlos,

These matters are reviewed by the Commission on Ethics. Please submit your request for their review. Let me know if you have any other questions. Take care, Annery

Annery Pulgar Alfonso
Assistant County Attorney
Miami-Dade County Attorney's Office
[111 NW 1st Street, Suite 2810](#)
[Miami, FL 33128](#)
Direct: [\(305\) 375-3846](tel:(305)375-3846)
Fax: [\(305\) 375-5634](tel:(305)375-5634)
Email: Annery@miamidade.gov

LaGarria Richardson, Paralegal
Direct: [\(305\)375-5733](tel:(305)375-5733)
Email: Lagarri@miamidade.gov

Begin forwarded message:

From: "Alfonso, Annery (CAO)" <Annery.Alfonso@miamidade.gov>
Date: September 18, 2017 at 2:54:47 PM EDT
To: "Cruz-Casas, Carlos (DTPW)" <Carlos.Cruz-Casas@miamidade.gov>
Cc: "Guevara, Julian (DTPW)" <Julian.Guevara@miamidade.gov>, "Libhaber, Bruce (CAO)" <Bruce.Libhaber@miamidade.gov>
Subject: RE: Miami Dade County Participation in Envision

Good afternoon Carlos,

Thank you. We are all safe, thankfully. I hope you and your family are safe as well.

I will review the document and get back to you. Take care, Annery

Annery Pulgar Alfonso
Assistant County Attorney
Miami-Dade County Attorney's Office
111 NW 1st Street, Suite 2810
Miami, FL 33128
Direct: (305) 375-3846
Fax: (305) 375-5634
Email: Annery@miamidade.gov

LaGarria Richardson, Paralegal
Direct: (305)375-5733
Email: Lagarri@miamidade.gov

From: Cruz-Casas, Carlos (DTPW)
Sent: Monday, September 18, 2017 2:38 PM
To: Alfonso, Annery (CAO) <Annery.Alfonso@miamidade.gov>
Cc: Guevara, Julian (DTPW) <Julian.Guevara@miamidade.gov>
Subject: FW: Miami Dade County Participation in Envision
Importance: High

Annery,

Hope all is well on your side and that the storm didn't impact you and your family.

We were invited to have a showcase for Miami-Dade and to speak at Microsoft's Envision event to be held next week in Orlando, FL. Would you be able to take a look at the gifting letter and determine if it is appropriate for them to cover our travel costs?

Thank you in advanced for your assistance on this.

ccc
carlos **cruz-casas**, p.e.
assistant director | miami-dade county
department of **transportation** and public works
division of transportation **strategic planning**

701 nw 1st court | suite 1700 | **miami**, florida 33136
e. cruz@miamidade.gov | m. (786) 442-5248

From: Todd Bergeson [<mailto:Todd.Bergeson@microsoft.com>]
Sent: Monday, September 18, 2017 12:48 PM
To: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>
Subject: RE: Miami Dade County Participation in Envision
Importance: High

Carlos,

We are running out of time. If you would like Microsoft to help cover any of the T&E and registration we need to have the gifting letter today. Please let me know. If Miami Dade is going to cover your travel then we just need to get the speaker agreement signed.

Todd

From: Cruz-Casas, Carlos (DTPW) [<mailto:Carlos.Cruz-Casas@miamidade.gov>]
Sent: Friday, September 15, 2017 10:16 AM
To: Todd Bergeson <Todd.Bergeson@microsoft.com>; Microsoft Envision Guest Speakers <msspeak@microsoft.com>
Cc: Bill Mitchel <billm@microsoft.com>; Jeff Friedman <jefried@microsoft.com>
Subject: Re: Miami Dade County Participation in Envision

Todd,

Thank you for following up. Things are still in the process to get back to normal. Fortunately the impacts of the hurricane were only trees down but with them they brought the power lines and may traffic signals. Our staff is working day and night to restore service as soon as possible.

As for the event, we are planning to attend. Have the showcase starting Sunday and the panel on Wednesday. I have not been able to get a hold of our legal support in the last two weeks. Hopefully I can get their attention this coming Monday as the offices will reopen next week.

ccc
carlos **cruz-casas**, p.e.
assistant director | miami-dade county
department of **transportation** and public works
division of transportation **strategic planning**

701 nw 1st court | suite 1700 | **miami**, florida 33136
e. cruz@miamidade.gov | m. (786) 442-5248

From: Todd Bergeson <Todd.Bergeson@microsoft.com>
Date: Thursday, September 14, 2017 at 3:18 PM
To: "Cruz-Casas, Carlos (DTPW)" <Carlos.Cruz-Casas@miamidade.gov>, Microsoft Envision Guest Speakers <msspeak@microsoft.com>
Cc: Bill Mitchel <billm@microsoft.com>, Jeff Friedman <jefried@microsoft.com>
Subject: RE: Miami Dade County Participation in Envision

Carlos,

Hopefully things are getting back to normal for you after Hurricane Irma. However, we are running out of time and as of yet we do not see that your organization has signed the gifting letter. Please let us know if in fact you are planning on attending Envision and participating.

Todd

From: Todd Bergeson
Sent: Monday, August 21, 2017 12:59 PM
To: 'Cruz-Casas, Carlos (DTPW)' <Carlos.Cruz-Casas@miamidade.gov>; Microsoft Envision Guest Speakers <msspeak@microsoft.com>
Cc: Bill Mitchel <billm@microsoft.com>
Subject: RE: Miami Dade County Participation in Envision

Carlos,
I wanted to check back and see if you had been able to have the gifting letter signed.

Todd

From: Cruz-Casas, Carlos (DTPW) [<mailto:Carlos.Cruz-Casas@miamidade.gov>]
Sent: Tuesday, August 15, 2017 10:45 PM
To: Todd Bergeson <Todd.Bergeson@microsoft.com>; Microsoft Envision Guest Speakers <msspeak@microsoft.com>
Cc: Bill Mitchel <billm@microsoft.com>
Subject: Re: Miami Dade County Participation in Envision

Thank you for following up. I will look into it tomorrow and send back.

ccc
carlos **cruz-casas**, p.e.
assistant director | miami-dade county
department of **transportation** and public works
division of transportation **strategic planning**

701 nw 1st court | suite 1700 | **miami**, florida 33136
e. cruz@miamidade.gov | m. (786) 442-5248

From: Todd Bergeson <Todd.Bergeson@microsoft.com>
Date: Thursday, August 3, 2017 at 11:17 AM
To: Microsoft Envision Guest Speakers <msspeak@microsoft.com>, "Cruz-Casas, Carlos (DTPW)" <Carlos.Cruz-Casas@miamidade.gov>
Cc: Bill Mitchel <billm@microsoft.com>
Subject: RE: Miami Dade County Participation in Envision

Carlos.
I wanted to follow up on the gifting letter. Have you had a chance to have this reviewed and signed. Thanks for your time on moving this forward.

Todd

From: Todd Bergeson
Sent: Tuesday, July 18, 2017 1:57 PM
To: Microsoft Envision Guest Speakers <msspeak@microsoft.com>; Cruz-Casas, Carlos (DTPW)

<Carlos.Cruz-Casas@miamidade.gov>; Bill Mitchel <billm@microsoft.com>

Cc: Jeff Friedman <jefried@microsoft.com>; Blair Byrnes <Blair.Byrnes@microsoft.com>; Conrad Salazar <Conrad.Salazar@microsoft.com>; Scott Mauvais (CELA) <Scott.Mauvais@microsoft.com>

Subject: RE: Miami Dade County Participation in Envision

Carlos,

The next step in the process for getting you setup and registered as a speaker is for you to have the attached gifting document signed by an ethics officer/counsel (whoever is in charge of ethics in your organization). This is being requested to ensure that we do not create any violation of the letter or spirit of applicable gifting and ethics rules that maybe in place. As is stated in the letter, once signed please:

1. Fax a copy of signed document to MSUS Compliance (425) 708-0880 or
2. Scan and email copy of signed document to MSUS Compliance **email address** compsup@microsoft.com and me at Todd.Bergeson@microsoft.com before July 17, 2017.

I look forward to meeting you in Orlando and please let me know if you have any further questions.

Todd

From: Microsoft Envision Guest Speakers

Sent: Monday, July 17, 2017 2:13 PM

To: Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>; Todd Bergeson <Todd.Bergeson@microsoft.com>; Bill Mitchel <billm@microsoft.com>

Cc: Jeff Friedman <jefried@microsoft.com>; Blair Byrnes <Blair.Byrnes@microsoft.com>; Conrad Salazar <Conrad.Salazar@microsoft.com>; Scott Mauvais (CELA) <Scott.Mauvais@microsoft.com>

Subject: RE: Miami Dade County Participation in Envision

Hi Carlos,

Thank you for the below information. We will be in touch with you shortly regarding next steps. In the meantime, please don't hesitate to contact us if you have any questions.

Best,

MS Envision Speaker Team

From: Cruz-Casas, Carlos (DTPW) [<mailto:Carlos.Cruz-Casas@miamidade.gov>]

Sent: Monday, July 17, 2017 8:47 AM

To: Todd Bergeson <Todd.Bergeson@microsoft.com>; Bill Mitchel <billm@microsoft.com>

Cc: Jeff Friedman <jefried@microsoft.com>; Blair Byrnes <Blair.Byrnes@microsoft.com>; Conrad Salazar <Conrad.Salazar@microsoft.com>; Scott Mauvais (CELA) <Scott.Mauvais@microsoft.com>; Microsoft Envision Guest Speakers <msspeak@microsoft.com>

Subject: RE: Miami Dade County Participation in Envision

Todd,

I am very much looking forward to the event. Please see below the requested information.

- ? First, Last Name and Title of presenter (as you would like it to appear in the session catalog).
Carlos Cruz-Casas
Assistant Director, DTPW
- ? Address, City, State, Zip, Phone (please include mobile phone).

701 NW 1st Court
Floor 17th
Miami, FL 33136
m. (786) 442-5248

- ? Full title of organization/company as it appears on any formal documents/ agreements in any legal documents for your organization.

Miami-Dade County
Department of Transportation and Public Works

- ? Airport you are planning to fly out of.
MIA

ccc

carlos **cruz-casas**, p.e.

assistant director | miami-dade county
department of **transportation** and public works
division of transportation **strategic planning**

701 nw 1st court | suite 1700 | **miami**, florida 33136
e. cruzc@miamidade.gov | m. (786) 442-5248

From: Todd Bergeson [<mailto:Todd.Bergeson@microsoft.com>]

Sent: Friday, July 14, 2017 11:17 AM

To: Bill Mitchel <billm@microsoft.com>; Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>

Cc: Jeff Friedman <jefried@microsoft.com>; Blair Byrnes <Blair.Byrnes@microsoft.com>; Salazar, Conrad (Microsoft) <Conrad.Salazar@microsoft.com>; Scott Mauvais (CELA) <Scott.Mauvais@microsoft.com>; Microsoft Envision Guest Speakers <mssespeak@microsoft.com>

Subject: RE: Miami Dade County Participation in Envision

Thank you Bill.

Carlos,

Great to hear that you will be participating in Envision. In order to begin the speaker onboarding process we need to obtain some additional information from you – please see below.

- ? First, Last Name and Title of presenter (as you would like it to appear in the session catalog).
- ? Address, City, State, Zip, Phone (please include mobile phone).
- ? Full title of organization/company as it appears on any formal documents/ agreements in any legal documents for your organization.
- ? Airport you are planning to fly out of.

Then I will be sending you a gifting letter to be signed. Once that is approved, the speaker team (cc'd) will take over the process, making travel arrangements and handling registration.

Todd

From: Bill Mitchel

Sent: Thursday, July 13, 2017 9:31 AM

To: Todd Bergeson <Todd.Bergeson@microsoft.com>; Cruz-Casas, Carlos (DTPW) <Carlos.Cruz-Casas@miamidade.gov>

Casas@miamidade.gov>

Cc: Jeff Friedman <jefried@microsoft.com>; Blair Byrnes <Blair.Byrnes@microsoft.com>; Conrad Salazar <Conrad.Salazar@microsoft.com>; Scott Mauvais (CELA) <Scott.Mauvais@microsoft.com>

Subject: Miami Dade County Participation in Envision

Todd,

Introducing you to Carlos Cruz-Casas, Assist. Director Public Works and Transportation. Carlos is happy to participate in the Envision presentation and panel discussion in Orlando.

Please reach out directly and let him know the details.

Thanks

Bill

Bill Mitchel

Sr. Director, WW Business Development, Industry
billm@microsoft.com | (415) 999-9680 |



September 19, 2017

Jarice Rodriguez
DTPW
701 NW 1st Court, Floor 17th
Miami, FL 33136

Dear Jarice,

From time-to-time, Microsoft invites government/education customers to participate in technology or training events such as the Microsoft Envision 2017 Conference which will be held in Orlando, Florida for briefings, trainings, demonstrations, meetings and other events related to current and future Microsoft products. Microsoft Envision is a conference for senior business leaders looking for business insights and inspiration through the lens of digital transformation. You are considered an expert in the field and has been selected to present in one of the industry breakout sessions. These sessions are a valuable opportunity for customers to not only learn, but also help Microsoft share ideas on enhancing products to meet customer needs.

To facilitate your attendance at the event September 25-27, 2017 we would like to provide you with a complimentary pass to attend the conference and allows government speakers to register at no cost. This pass has a value of USD 2,490.00 and will entitle your organization to receive one free registration to the conference, which includes breakfast, lunch, all break food, receptions (all available only during conference hours) and the opportunity to attend conference sessions.

Microsoft values participation of its government/education customers at events such as this, and would like to cover the cost of attendance at the event, but wants to ensure that by doing so it does not create any violation of the letter or spirit of applicable government gifts and ethics rules. Microsoft provides this pass without seeking promises or favoritism for Microsoft in any bidding arrangements. Further, no exclusivity will be expected by either party in consideration for the pass. Finally, Microsoft provides the pass with the understanding that it will not as a result of providing such pass be prohibited from any procurement opportunities or be subject to any reporting requirements.

Please have your counsel or ethics officer advise us in writing as soon as possible if it would be appropriate for us to provide the pass for you for this event, and any related restrictions and return the signed letter in one of the following ways:

1. Fax a copy of signed document to MSUS Compliance (425) 708-0880
2. Scan and email copy of signed document to MSUS Compliance *email address* compsup@microsoft.com

Also, please also scan and email a copy of signed letter to me at: jyouett@microsoft.com

If you have any questions or concerns regarding this letter, please feel free to contact me at +1 (425) 704-0987. Thank you for your attention to this matter.

Sincerely,

Jeremy Youett
Global Events Marketing Manager
Microsoft Corporation

Approved:

Ethics Officer/Attorney Name (Please Print): _____

Title (Please Print): _____

Date: _____

Organization Name (Please Print): _____

Signature _____



September 19, 2017

Carlos Cruz-Casas
Assistant Director, DTPW
701 NW 1st Court, Floor 17th
Miami, FL 33136

Dear Carlos,

From time-to-time, Microsoft invites government/education customers to participate in technology or training events such as the Microsoft Envision 2017 Conference which will be held in Orlando, Florida for briefings, trainings, demonstrations, meetings and other events related to current and future Microsoft products. Microsoft Envision is a conference for senior business leaders looking for business insights and inspiration through the lens of digital transformation. You are considered an expert in the field and has been selected to present in one of the industry breakout sessions. These sessions are a valuable opportunity for customers to not only learn, but also help Microsoft share ideas on enhancing products to meet customer needs.

To facilitate your attendance at the event September 25-27, 2017 we would like to provide you with a complimentary pass to attend the conference and allows government speakers to register at no cost. This pass has a value of USD 2,490.00 and will entitle your organization to receive one free registration to the conference, which includes breakfast, lunch, all break food, receptions (all available only during conference hours) and the opportunity to attend conference sessions.

Microsoft values participation of its government/education customers at events such as this, and would like to cover the cost of attendance at the event, but wants to ensure that by doing so it does not create any violation of the letter or spirit of applicable government gifts and ethics rules. Microsoft provides this pass without seeking promises or favoritism for Microsoft in any bidding arrangements. Further, no exclusivity will be expected by either party in consideration for the pass. Finally, Microsoft provides the pass with the understanding that it will not as a result of providing such pass be prohibited from any procurement opportunities or be subject to any reporting requirements.

Please have your counsel or ethics officer advise us in writing as soon as possible if it would be appropriate for us to provide the pass for you for this event, and any related restrictions and return the signed letter in one of the following ways:

1. Fax a copy of signed document to MSUS Compliance (425) 708-0880
2. Scan and email copy of signed document to MSUS Compliance *email address* compsup@microsoft.com

Also, please also scan and email a copy of signed letter to me at: Todd.Bergeson@microsoft.com

If you have any questions or concerns regarding this letter, please feel free to contact me at +1 (425) 704-0987. Thank you for your attention to this matter.

Sincerely,

Todd Bergeson
Sr. Product Marketing Manager, Dynamics Product Marketing
Microsoft Corporation

Approved:

Ethics Officer/Attorney Name (Please Print): _____

Title (Please Print): _____

Date: _____

Organization Name (Please Print): _____

Signature _____



September 19, 2017

Julian Guevara
DTPW
701 NW 1st Court, Floor 17th
Miami, FL 33136

Dear Julian,

From time-to-time, Microsoft invites government/education customers to participate in technology or training events such as the Microsoft Envision 2017 Conference which will be held in Orlando, Florida for briefings, trainings, demonstrations, meetings and other events related to current and future Microsoft products. Microsoft Envision is a conference for senior business leaders looking for business insights and inspiration through the lens of digital transformation. You are considered an expert in the field and has been selected to present in one of the industry breakout sessions. These sessions are a valuable opportunity for customers to not only learn, but also help Microsoft share ideas on enhancing products to meet customer needs.

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Also, please also scan and email a copy of signed letter to me at: jyouett@microsoft.com

If you have any questions or concerns regarding this letter, please feel free to contact me at +1 (425) 704-0987. Thank you for your attention to this matter.

Sincerely,

Jeremy Youett
Global Events Marketing Manager
Microsoft Corporation

Approved:

Ethics Officer/Attorney Name (Please Print): _____

Title (Please Print): _____

Date: _____

Organization Name (Please Print): _____

Signature _____