

Diaz-Greco, Gilma M. (COE)

From: Centorino, Joseph (COE)
Sent: Monday, February 24, 2014 5:21 PM
To: Singer, Miriam (ISD)
Cc: Millan, Luisa M. (ISD); Diaz-Greco, Gilma M. (COE)
Subject: INQ - Miriam Singer (ISD) - Use of County Employees as References

Miriam,

Based upon my review of the relevant ordinances and RQO 05-27, I see no problem with the use of the language referenced below, which requires respondents requesting professional references from Miami-Dade County employees to submit the request in writing to the attention of the County employee and with a copy to the Clerk of the Board. Regarding the issue of whether county employees may act as professional references, I do not think that is a problem under the Code provided that they are not being asked to make any recommendations concerning whether a particular firm should be hired. That could violate Section 2-11.1(p) of the code which restricts such recommendations by county personnel. It is permissible to provide a reference for a prospective contractor when the employee is doing so within the scope of his or her official duties. I do not think it advisable for a county employee to provide such references when the employee is serving on the selection committee making the decision.

Sincerely,
Joseph Centorino
Executive Director
Miami-Dade Commission on Ethics and Public Trust

From: Singer, Miriam (ISD)
Sent: Wednesday, February 12, 2014 2:37 PM
To: Centorino, Joseph (COE)
Cc: Millan, Luisa M. (ISD)
Subject: RE: Request for permission to use your name as a reference for E13-WASD-03 submittal

Joe: Is this language still good for use in instances where firms request permission to use county employees as references? Kindly advise. Thanks, Miriam

From: Samuels, Faith (ISD)
Sent: Wednesday, February 12, 2014 2:24 PM
To: Millan, Luisa M. (ISD)
Subject: RE: Request for permission to use your name as a reference for E13-WASD-03 submittal

This is the language in our NTPC given by COE (Ardyth Walker):

Pursuant to an Ethics and Public Trust Commission opinion, dated March 15, 2005, respondents requesting professional references from Miami-Dade County employees must submit said request in writing, to the attention of subject County employee with a copy to the COB. The COB may be reached via e-mail at clerkbcc@miamidade.gov, or via facsimile at (305) 375-2484.

Faith Samuels
Sr. A/E Consultant Selection Coordinator
Miami-Dade County
Internal Services Department
111 N.W. 1st Street, 13th Floor

Miami, FL 33128

(305) 375-2774

fty@miamidade.gov

"Delivering Excellence Every Day"

From: Millan, Luisa M. (ISD)

Sent: Wednesday, February 12, 2014 1:59 PM

To: Samuels, Faith (ISD)

Subject: FW: Request for permission to use your name as a reference for E13-WASD-03 submittal

Importance: High

Didn't we receive something from Ardyth that county staff cannot be a reference?

Luisa M. Millan, R.A., I.D.

Director, Professional Contract Services Division

Internal Services Department

(305) 375-1100

lmillan@miamidade.gov

Delivering Excellence Everyday

From: Singer, Miriam (ISD)

Sent: Wednesday, February 12, 2014 10:53 AM

To: Millan, Luisa M. (ISD)

Cc: Lobato, Mario V. (WASD)

Subject: FW: Request for permission to use your name as a reference for E13-WASD-03 submittal

Importance: High

Please advise. Thanks, Miriam

From: Lobato, Mario V. (WASD)

Sent: Wednesday, February 12, 2014 10:51 AM

To: Singer, Miriam (ISD)

Cc: Clerk of the Board (COC)

Subject: FW: Request for permission to use your name as a reference for E13-WASD-03 submittal

Importance: High

F.Y.I.

From: Sandra Castillo [<mailto:spcastillo@milianswain.com>]

Sent: Thursday, February 06, 2014 4:56 PM

To: Lobato, Mario V. (WASD)

Cc: Clerk of the Board (COC)

Subject: Request for permission to use your name as a reference for E13-WASD-03 submittal

Importance: High

Good afternoon Mr. Lobato,

Our Firm is currently submitting a proposal for Miami-Dade County **project # E13-WASD-03**.

We would like to use you as a reference in some of our project descriptions for this submittal.

Please confirm to us if you give us permission to use you as a reference.

Thank you.
Kind regards,

Sandra Castillo
Marketing Coordinator



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