

Ms. Perla Tabares Hantman, Vice Chair

SUBJECT: THAT THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, RECEIVE THE REPORT ON THE DEVELOPMENT OF PROCEDURAL GUIDELINES WITH THE MIAMI-DADE COUNTY PUBLIC WORKS DEPARTMENT AND THE FLORIDA DEPARTMENT OF TRANSPORTATION, TO ENSURE THE COORDINATED AND TIMELY INSTALLATION OF ALL TRAFFIC CONTROL SAFETY DEVICES FOR THE OPENING OF NEW EDUCATIONAL FACILITIES, IN COLLABORATION WITH THE MIAMI-DADE COUNTY PUBLIC SCHOOLS COMMUNITY TRAFFIC SAFETY TEAM

COMMITTEE: INNOVATION, EFFICIENCY AND GOVERNMENTAL RELATIONS COMMITTEE

LINK TO DISTRICT STRATEGIC PLAN: IMPROVE CONSTRUCTION SERVICES

Background

At its November 20, 2007 meeting, the School Board approved Agenda item H-5 authorizing the development of procedural guidelines with the Miami-Dade County Public Works Department (Public Works), and the Florida Department of Transportation (FDOT), to ensure the coordinated and timely installation of all traffic control safety devices for the opening of new educational facilities. It was further recommended that the Miami-Dade County Public Schools Community Traffic Safety Team (Public Schools CTST) handle the development of the guidelines.

Additional Information

Since that time, the Public Schools CTST organized a sub-committee to collaborate with the District's traffic partners to develop the guidelines. The sub-committee convened several times to develop recommendations for the development of the formal guidelines. The public schools CTST report is attached and its recommendations are summarized as follows:

1. A review of existing procedures governing traffic safety should be initiated by all participating agencies with a view to commence the process of submittal, review and approval of traffic documents for new construction projects as early as possible in the design period. The goal should be to complete traffic safety work 60 days before the new school is occupied.

H-9

2. Current procedures should be updated and distributed to the participating agencies for review and comment, and subsequently distributed to design professionals and District project managers involved in the construction of new schools.
3. District monitoring of the progress of traffic safety design and construction and assignment of Crossing Guards, should be centralized and the status reported regularly to make sure the process flows smoothly.
4. Reports should be distributed to appropriate personnel at Public Works and FDOT on the status of school construction on a quarterly basis.
5. The Public Schools CTST should establish regular quarterly meetings, including a session 90 days before the opening of the new school year, with Public Works and FDOT to coordinate and troubleshoot any issues requiring resolution.

To date, staff has commenced revising and updating existing District procedures governing traffic safety to conform to the recommendations noted above. An outline of the procedures was presented to the Public Schools CTST at its February 13, 2008 meeting, which unanimously approved them for submittal to the School Board as a report. Public Schools CTST will continue to work with its transportation partners to complete the guidelines, which in turn will be submitted to Public Works and FDOT for their anticipated approval and adoption by the opening of next school year.

ACTION PROPOSED BY

VICE CHAIR PERLA TABARES HANTMAN:

That The School Board of Miami-Dade County, Florida, receive the Report on the development of procedural guidelines with the Miami-Dade County Public Works Department and the Florida Department of Transportation, to ensure the coordinated and timely installation of all traffic control safety devices for the opening of new educational facilities.

REPORT ON THE DEVELOPMENT OF PROCEDURAL GUIDELINES WITH THE MIAMI-DADE COUNTY PUBLIC WORKS DEPARTMENT AND THE FLORIDA DEPARTMENT OF TRANSPORTATION, TO ENSURE THE COORDINATED AND TIMELY INSTALLATION OF ALL TRAFFIC CONTROL SAFETY DEVICES FOR THE OPENING OF NEW EDUCATIONAL FACILITIES

SUBMITTED BY THE MIAMI-DADE COUNTY PUBLIC SCHOOLS COMMUNITY TRAFFIC SAFETY TEAM

February 13, 2008

The Subcommittee of the Miami Dade County Public Schools Community Traffic Safety Team (Public Schools CTST) met on January 23, 2008 to work on the development of more formal procedural guidelines for coordination with Miami-Dade Public Works Department (Public Works) and the Florida Department of Transportation (FDOT), to ensure that all applicable pedestrian safety measures are installed and working prior to the opening of new educational facilities.

In summary, recommendations were as follows:

1. A review of existing procedures governing traffic safety should be initiated by all participating agencies with a view to commence the process of submittal, review and approval of traffic documents for new construction projects as early as possible in the design period. The goal should be to complete traffic safety work 60 days before the new school is occupied.
2. Current procedures should be updated and distributed to the participating agencies for review and comment, and subsequently distributed to design professionals and District project managers involved in the construction of new schools.
3. District monitoring of the progress of traffic safety design and construction and assignment of Crossing Guards, should be centralized and the status reported regularly to make sure the process flows smoothly.
4. Reports should be distributed to appropriate personnel at Public Works and FDOT on the status of school construction on a quarterly basis.
5. The Public Schools CTST should establish regular quarterly meetings, including a session 90 days before the opening of the new school year, with Public Works and FDOT to coordinate and troubleshoot any issues requiring resolution.

The proposed process is represented in the attached flow-chart.

Simplified Process Chart
Offsite Traffic Improvements
for New Miami-Dade Public Schools

