

May 14, 2002

Business Operations
Joe Arriola, Chief Business Officer

**SUBJECT: REDUCTION OF THE COSTS OF OPERATIONS AND
 MAINTENANCE OF PLANT**

At its meeting on April 29, 2002, the Miami-Dade Land Acquisition and Facilities Advisory Board (Advisory Board) made recommendations to the School Board and indicated that these were some of the recommendations the Advisory Board would expect the School Board to act on, as provided by law, to enable the Advisory Board to recommend the release of funds held in reserve by the Executive Office of the Governor.

REVISE

The District will reduce the cost of operations and maintenance of plants by \$1 per square foot: from \$8.00 per square foot to \$7.00 per square foot by June 30, 2003. (This proposed reduction does not include or affect the cost of security throughout the district, which is calculated in the cost reports required by the Department of Education.)

The cost savings will be accomplished by:

- Reviewing all job codes to ensure they are properly classified;
- Reviewing all expenditure function classifications to ensure that the overall purpose or objective of the expenditure is in compliance with State financial and program cost accounting and reporting guidelines;
- Review attrition due to departures and retirements; review current duties and assignments to determine efficiency; reassign individuals and eliminate positions as needed; and
- Review budgets and make recommendations, in some cases, for reductions.

The Board agrees to provide monthly progress reports to the Advisory Board.

RECOMMENDED: That The School Board of Miami-Dade County, Florida authorize the Superintendent or his designee to reduce the cost of operations and maintenance of plant by \$1 per square foot by June 30, 2003. This will be subject to impact bargaining pursuant to the provisions of the applicable labor contracts prior to implementation of any cost saving measures.

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JA:sma

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