

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE UNITED STATES ARMY GARRISON MIAMI
AND
THE CITY OF DORAL POLICE DEPARTMENT
FOR
USE OF DORAL POLICE DEPARTMENT FACILITIES AS AN ALTERNATE EMERGENCY
FAMILY ASSISTANCE CENTER
IM-W58CGZ-26-003-MOU

This Memorandum of Understanding (MOU) delineates the roles and responsibilities of the United States Army Garrison Miami (USAG Miami) and the Doral Police Department (DPD), hereafter referred to as the “Parties.” This agreement applies to the use of the DPD Headquarters and the Training & Community Center facility as an alternate Emergency Family Assistance Center (EFAC) in the event that USAG Miami facilities are not suitable due to a natural or manmade disaster.

1. **BACKGROUND:** USAG Miami has a requirement to provide emergency assistance to its personnel and their families. In the event of a natural or manmade disaster, USAG Miami's primary facilities may become unsuitable or inaccessible. To ensure continuity of operations for family assistance, a pre-designated alternate location is required. The DPD has facilities, specifically its Headquarters and the Training & Community Center, that are suitable for this purpose. This MOU establishes the framework for a partnership between USAG Miami and the DPD to meet this need.

2. **AUTHORITIES:** The Parties shall conduct all activities contemplated in this MOU in accordance with all applicable federal, state, and local laws, regulations, and policies governing their respective organizations.

3. **PURPOSE:** This MOU is to formalize the partnership between USAG Miami and the DPD. It establishes the terms and conditions under which USAG Miami may activate and use the DPD Headquarters and the Training & Community Center as an alternate EFAC to ensure the welfare and safety of service members and their families during emergencies.

4. **UNDERSTANDINGS OF THE PARTIES:**

4.1. USAG Miami will-

4.1.1. Coordinate with the DPD to conduct an annual assessment of the designated facilities.

4.1.2. Notify the DPD as soon as possible when the need to activate the alternate EFAC is anticipated or has occurred.

4.1.3. Be responsible for the setup, operation, and breakdown of the EFAC within the designated DPD facilities.

4.1.4. Provide all necessary personnel, equipment, and supplies for the operation of the EFAC.

4.1.5. Ensure that all USAG Miami personnel and clients adhere to DPD facility rules and regulations.

4.1.6. Assume responsibility for any damages to DPD facilities caused by USAG Miami personnel, equipment, or clients, beyond normal wear and tear.

4.2. Providing that it will not interfere with the Doral Police Department's operations, as solely determined by DPD, DPD will:

4.2.1. Upon notification from USAG Miami, provide access to the pre-designated areas within the DPD Headquarters and the Training & Community Center for the establishment of the EFAC.

4.2.2. Provide a point of contact to coordinate with USAG Miami during the activation and operation of the EFAC.

4.2.3. Provide access to basic utilities such as electricity, water, and restrooms.

4.2.4. Ensure the general security of the perimeter of the facilities, while USAG Miami will be responsible for security within the EFAC operational area.

4.3. Mutual Agreements and Responsibilities:

4.3.1. Operate in a spirit of cooperation, recognizing this MOU as the governing framework for the partnership.

4.3.2. Maintain open and professional communication as the foundation of this agreement.

4.3.3. Establish a formal review process. The Parties will jointly review this MOU annually from the date of signing to assess its effectiveness and make any necessary modifications.

4.3.4. Define a process for modification and termination. This MOU may be modified at any time with the written consent of both Parties. This MOU may be terminated at will by either Party with 90 days' written notice.

4.3.5. This MOU does not create any financial obligations for either Party, nor does it commit

either Party to any expenditure of funds. All activities will be conducted on a non-reimbursable basis.

5. PERSONNEL: Each Party is responsible for all costs of its personnel, including pay and benefits, support, and travel. Each Party is responsible for supervision and management of its personnel.

6. GENERAL PROVISIONS:

6.1. POINTS OF CONTACT. The following points of contact (POCs) will be used by the Parties to communicate in the implementation of this MOU. Each Party may change its POC upon reasonable notice to the other Party.

6.1.1. For USAG Miami-

6.1.1.1. Primary POC: Daniel M. Hancock, Garrison Manager, 305-437-1700, daniel.m.hancock6.civ@mail.mil.

6.1.1.2. Alternate POC: Christine Bridges, Chief, Soldier and Family Readiness, 305.437.2644, christine.a.bridges2.civ@mail.mil

6.1.2. For Doral Police Department-

6.1.2.1. Primary POC: Matthew Castillo, Chief of Police, 305-807-9867, matthew.castillo@doralpd.com.

6.1.2.2. Alternate POC: Jonathan Dweck, Deputy Chief, 305-975-9118, jonathan.dweck@doralpd.com.

6.2. CORRESPONDENCE. All correspondence to be sent and notices to be given pursuant to this MOU will be addressed, if to USAG Miami, to-

6.2.1. Christine A. Bridges, Director, Army Community Service (ACS), 9301 NW 33rd Street, Doral, FL 33172, christine.a.bridges2.civ@mail.mil.

And, if to Doral PD, to —

6.2.2. Jonathan Dweck, Deputy Chief, 305-975-9118, jonathan.dweck@doralpd.com.

6.3. FUNDS AND STAFFING. This MOU neither documents nor provides for the exchange of funds or manpower between the Parties, nor does it make any commitment of funds or resources. No provision in this MOU will be interpreted to require obligation or payment of funds.

6.4. MODIFICATION OF MOU. This MOU may only be modified by the written agreement of the Parties, duly signed by their authorized representatives. This MOU will be reviewed no less often than at the mid-point of its term and around the anniversary of its effective date in its entirety.

6.5. DISPUTES. Any disputes relating to this MOU will, subject to any applicable law, Executive order, or DoD issuances, be resolved by consultation between the Parties.

6.6. TERMINATION OF UNDERSTANDING. This MOU may be terminated in writing at will by either Party.

6.7. TRANSFERABILITY. This MOU is not transferable except with the written consent of the Parties.

6.8. ENTIRE UNDERSTANDING. It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties regarding the MOU's subject matter, thereby superseding all prior understandings of the Parties with respect to such subject matter.

6.9. EFFECTIVE DATE. This MOU takes effect beginning on the day after the last Party signs.

6.10. EXPIRATION DATE. This MOU expires two (2) years from the date of the last signature, unless reviewed and extended by both Parties.

6.11. INDEMNIFICATION. The Parties assume risk for their own negligent acts or omissions, and those of their employees and agents, subject to the provisions and limitations of applicable law.

6.12. NO THIRD PARTY BENEFICIARIES. Nothing in this MOU, express or implied, is intended to give to, or will be construed to confer upon, any person not a party any remedy or claim under or by reason of this MOU and this MOU will be for the sole and exclusive benefit of the Parties.

7. USAG Miami Legal Office completed their review of this MOU on July 8th, 2026.
(Date)

APPROVED:

FOR UNITED STATES ARMY
GARRISON MIAMI

FOR DORAL POLICE
DEPARTMENT

Daniel M. Hancock
Garrison Manager

Matthew Castillo
Chief of Police

(Date)

(Date)

Mid-Point Review will be one year after the effective date.

Mid-Point Review completed by: _____
Signature and Name