

ADD ON

Meeting Date
1/6/2015



AGENDA	
Section	NEW BUSINESS
Item No.	VI B 1

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval re: Extension of Agreement with First Vehicle Services, Inc. for Space Coast Area Transit Vehicle Fleet Maintenance and Repair Management Services (Fiscal Impact: \$ 1,041,283)
DEPT/OFFICE:	Transit Services Department/Space Coast Area Transit

Requested Action:

It is requested that the Board of County Commissioners approve and authorize the Chairman to execute the Agreement to Extend Existing Contract with First Vehicle Services, Inc. to provide vehicle fleet maintenance and repair management services for Space Coast Area Transit (SCAT) for an additional three months until April 30, 2015, in order to complete the Request for Proposal (RFP) process.

Summary Explanation & Background:

On December 11, 2014, purchasing issued an RFP for vehicle fleet maintenance and repair management services for Space Coast Area Transit. The proposals are due on January 16, 2015. The current maintenance contract is with First Vehicle Services, Inc. and will expire on January 31, 2015. Staff is requesting a three month extension to allow adequate time to complete the RFP process, negotiate and execute a new contact with awarded firm.

First Vehicle Services is our current contract provider and Space Coast Area Transit staff and vehicle operators are satisfied with their performance. First Vehicle Services was first awarded the Fleet Maintenance and Repair Management Services contract in 2010. Space Coast Area Transit has contracted for Fleet Maintenance and Repair Services since 1987.

Space Coast Area Transit currently operates 67 buses and 21 van/vehicles that will travel approximately 2.4 million miles in FY14-15 out of maintenance facilities in Cocoa and Melbourne. Maintenance costs are paid through Space Coast Area Transit's Federal Capital Grants, while fuel is funded through various operating funds such as Federal, Florida DOT, Florida Commission for the Transportation Disadvantaged and local funding. The contract extension will not affect the current FY14-15 budget.

FISCAL IMPACT:

	Business Area	Cost Center	Amount	Description
FY2014-15	4136	363414	\$ 561,283	Federal Transit Administration
FY2014-15	4130	363020	\$ 480,000	Local, State, Federal Funds

Name: Jim Liesenfelt, Transit Services Director
 Phone: 635-7815 ext. 601

Exhibits Attached: (2) Agreement to Extend Existing Contract

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager	Assistant County Manager	Department Director / Extension
Stockton Whitten	Venetta Valdeno	James P. Liesenfelt, Director 635-7815 ext. 601



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

January 7, 2015

MEMORANDUM

TO: Jim Liesenfelt, Transit Services Director

RE: Item VI.B.1., Agreement to Extend Existing Contract with First Vehicle Services, Inc. for Space Coast Area Transit Vehicle Fleet Maintenance and Repair Management Services

The Board of County Commissioners, in regular session on January 6, 2015, executed Agreement to Extend Existing Contract with First Vehicle Services, Inc. to provide vehicle fleet maintenance and repair management services for Space Coast Area Transit (SCAT) for an additional three months until April 30, 2015, in order to complete the Request for Proposal (RFP) process. Enclosed for your action is the original and executed copy of the Agreement. **Upon execution by First Vehicle Services, Inc., please return the original Agreement to this office for inclusion in the official minutes.**

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

/kg

Encls. (2)

cc: Contracts Administration
Finance
Budget

AGREEMENT TO EXTEND EXISTING CONTRACT

This Agreement made and entered into the 6th day of January 2015, by and between First Vehicle Services and the Board of County Commissioners of Brevard County, Florida, a political subdivision of the State of Florida, for Space Coast Area Transit.

WITNESSETH:

WHEREAS, the parties hereto have previously entered into an Agreement on March 25, 2010, under Agreement No. 1162, Classification Code ZSER; and

WHEREAS, the parties hereto desire to extend the term of said Agreement for an additional three month period, until April 30, 2015.

NOW THEREFORE, in consideration of the premises and mutual covenants herein contained, the parties hereby agree, as follows:

1. That the Agreement dated March 25, 2010 and amended on February 28, 2013 between the parties under Agreement No. 1162, is hereby extended in its term until April 30, 2015 under the terms and conditions otherwise expressed therein.
2. That all terms and conditions of Agreement No. 1162, which is incorporated therein by this reference, not inconsistent with the provisions of this Agreement shall remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have hereunto set their hands and seals on the date first above written.

FIRST VEHICLE SERVICES, INC.

By: 

Signature

Date: January 6, 2015

BOARD OF COUNTY COMMISSIONERS
OF BREVARD COUNTY, FLORIDA

By: 

Robin Fisher, Chairman

As approved by the Board on 1/6/2015

Reviewed for Legal Form and Content:

By: 

Matthew Soss, Asst. County Attorney

BOARD OF COUNTY COMMISSIONERS

INITIAL CONTRACT FORM

1. Contractor: First Vehicle Services, Inc.	
2. Fund/Account #: 4136-363410	3 Division Name: TRANSIT SERVICES
4. Contract Description: Contract Extension	
5. Contract Monitor: Cathy Lively	6. Mail Stop #: 44
7. Dept/Office Director: James Liesenfelt	8. Class Code: ZSER
ACTION DATE: 30 days from entry	ACTION REQUIREMENT: Need complete data

SECTION II

The following departments must approve all contracts submitted to the Board:

APPROVAL

COUNTY OFFICE	Yes	no	INITIALS	Date
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	JPL	12/11/14
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>		
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>MDS</i>	<i>12/15/14</i>
User Agency	<input type="checkbox"/>	<input type="checkbox"/>		

If any office denies approval, the package will be returned immediately to the User Agency.

NOTE: This form should be attached to all new contracts being submitted to the Board for approval. After the contract has been approved, the contract package, including this form, will go to the Clerk to the Board. The Clerk's office will then forward the Initial Contract Form to Contracts Administration and the contract will be entered into the Contract Monitoring System. This initial entry will generate an entry on your monthly contract report and the first report will always show a "Required Action" for the contract. See AO-29 for additional information.

NOTE: PLEASE REVIEW AND RETURN BY _____, IN ORDER TO MEET DEADLINES FOR THE _____ BCC MEETING.

BOARD OF COUNTY COMMISSIONERS

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APPROVAL

COUNTY OFFICE	Yes	no	INITIALS	Date
User Agency	X	0	JPL	12/11/14
Risk Management	0	0	<i>JLS</i>	12/11/2014
County Attorney	0	0		
User Agency	0	0		

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