

Revision

Meeting Date
March 6, 2018



AGENDA	
Section	Consent
Item No.	II.C4

**AGENDA REPORT**  
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Permission to Reject Request for Proposals (RFPs) Received for Proposal # P-3-17-10 Brevard County Beach Cleanup and Maintenance and Approval Agreement for County Beach Maintenance Services with City of Cocoa Beach
DEPT/OFFICE:	Central Services/Purchasing Services for Tourism Development Office (TDO)

Requested Action:  
It is requested that the Board of County Commissioners authorize Purchasing Services to reject the proposals submitted for RFP# P-3-17-10, Brevard County Beach Cleanup and Maintenance, approve an alternative partnership Agreement with the City of Cocoa Beach, and authorize Chair to execute Agreement. In addition, authorize any associated budgetary and asset management changes.

Summary Explanation & Background:  
On July 11, 2017, The Board granted permission to the TDO to request proposals for beach clean-up and maintenances services on Brevard County beaches on an on-going basis. On August 9, 2017, proposals were received from the following six firms:

(1) Keep Brevard Beautiful (KBB),	(4) Mallek Enterprises, LLC
(2) Physicians Assistance LLC	(5) Robert Daniels
(3) Neat Sand Inc.	(6) Alpha-Omega Training and Compliance Inc.

On August 21, 2017, the selection committee appointed by the Board evaluated the responses, conducted interviews with all firms and ranked Keep Brevard Beautiful as the winning proposer at a proposed fee of \$170,000 annually. However, discussions during the RFP process prompted discussion on partnering with other beach maintenance services contracts already in place for high tourism areas to leverage dollars, avoid duplication of services, and enhance existing service contracts in place for best use of Tourism Beach Program funds.

The City of Cocoa Beach currently has an Agreement for beach cleanup and maintenance services with the winning proposer KBB from this RFP solicitation. Staff has negotiated with the City of Cocoa Beach to contribute \$145,000 annually for management of beach maintenance. Additionally, the County is requesting approval to donate a Gator ATV, Property Record #403-0086 to the City of Cocoa Beach for the purpose of beach maintenance and service, and provide \$5,000 annually for costs of replacement vehicles. The advantages are annual savings of approximately \$20,000 of budget funds, additional beach cleanup runs within the City of Cocoa Beach, and City responsibility for contract oversight.

Fiscal Impact: Funds are budgeted in Tourism Beach Improvement Fund 1442, \$170,000;  
Contact: Eric Garvey, Tourism Development Office Phone: ext. 24470, eric.garvey@visitspacecoast.com  
Contact: Leslie Rothering, Central Services Department, leslie.rothering@brevardfl.gov, ext. 5-6038

Clerk to the Board Instructions:  
Exhibits Attached: Letter and Two (2) Agreements

Contract /Agreement (If attached): Reviewed by County Attorney		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager Frank Abbate	Assistant County Manager John Denninghoff	Department Director / Extension Teresa Camarata, Central Services Director, x5-2543 Eric Garvey, Tourism Executive Director ext. 24470					
	Interim Assistant County Manager Jim Liesenfelt						



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

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Tammy.Rowe@brevardclerk.us

March 7, 2018

**MEMORANDUM**

**TO:** Teresa Camarata, Central Services Director Attn: Leslie Rothering

**RE:** Item II.C.4., Permission to Reject Request for Proposals (RFP) Received for Proposal #P-3-17-10, Brevard County Beach Cleanup and Maintenance; and Agreement for County Beach Maintenance Services with City of Cocoa Beach

The Board of County Commissioners, in regular session on March 6, 2018, authorized Purchasing Services to reject the proposals submitted for RFP #P-3-17-10, Brevard County Beach Cleanup and Maintenance; approved an alternative partnership Agreement with City of Cocoa Beach; authorized the Chair to execute the Agreement; and authorized any associated budgetary and asset management changes. Enclosed is a fully-executed Agreement.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

*Tammy Rowe*

Tammy Rowe, Deputy Clerk

Encl. (1)

cc: Tourism Development Director  
Finance  
Budget

AGREEMENT FOR COUNTY SERVICES  
BY AND BETWEEN  
BREVARD COUNTY, FLORIDA  
AND THE  
CITY OF COCOA BEACH

THIS AGREEMENT is made and entered into this 6 day of March, 2018, by and between the BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, hereinafter referred to as the "COUNTY," and the CITY OF COCOA BEACH, hereinafter referred to as the "CITY."

WITNESSETH:

WHEREAS, the COUNTY has within its governmental organization the necessary support services for effective governmental operations; and

WHEREAS, the COUNTY requests that such services be expanded to assist the CITY in carrying out Beach Maintenance as it relates to local tourism under Section 125.0104, Florida Statutes; and

WHEREAS, the COUNTY finds that it is appropriate and proper to use tourist development tax revenue to provide for beach maintenance, including the use of an all-terrain vehicle to improve beach maintenance efforts; and

WHEREAS, the COUNTY desires to minimize cost by utilizing CITY services.

NOW, THEREFORE, the parties agree as follows:

1. **COUNTY Responsibilities**

The COUNTY agrees to provide the CITY with \$145,000 for management of beach maintenance within the CITY limits. Additionally, the COUNTY agrees to transfer a Gator ATV to the CITY for the purpose of beach maintenance service and provide the CITY with \$5,000 annually to assist with costs of replacement vehicles.

2. **CITY Responsibilities**

Provide for the cost of personnel, including, but not limited to, compensation and benefits, and or contracted vendor(s) from CITY funds to manage the CITY's beach maintenance plan and program.

3. **Program Coordination and Supervision**

In order to coordinate and provide supervision, the City Manager's designated staff shall provide reporting to and coordinate presentations, as needed, with the County's Tourism Department Executive Director or designee.

4. **Miscellaneous Provisions**

(a) The COUNTY and CITY shall not be obligated or liable hereunder to any party other than the other party to this Agreement.

8. Amendment of Agreement

Amendments to this Agreement may be initiated by the CITY or the COUNTY. Amendments shall be formally ratified and approved by amendment to this Agreement by the CITY Board and the COUNTY Commission.

9. Effective Date

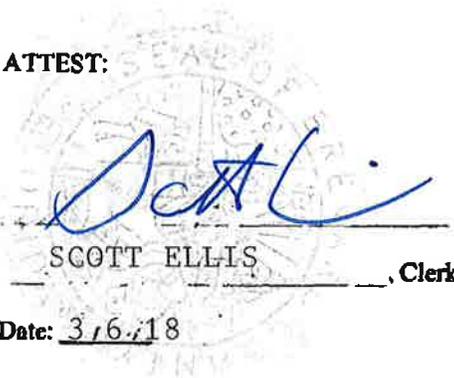
This Agreement supersedes all other agreements and shall be effective on the \_\_\_\_ day of \_\_\_\_\_, 2018, and the parties shall commence the performance of their obligations under this Agreement as of such date.

10. Entirety

This Agreement represents the understanding between the parties in its entirety and no other agreements, either oral or written, exist between the CITY and the COUNTY.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above-written.

ATTEST:

  
Scott Ellis  
SCOTT ELLIS, Clerk

Date: 3/6/18

BOARD OF COUNTY COMMISSIONERS  
OF BREVARD COUNTY, FLORIDA

Rita Pritchett

Rita Pritchett, Chairman  
As approved by the Board  
Executed by COUNTY on 3/6/18

WITNESSES:

Mary E. Turner

Mary E. Turner  
Witness name printed/typed  
Date: 1/19/18

Melissa Pyron

Melissa Pyron  
Witness name printed/typed  
Date: 1/19/18

CITY OF COCOA BEACH

By: James McKnight

James McKnight, City Manager  
Executed by CITY on: January 19, 2018

Reviewed for legal form and content:  
Ally Casanova 1/4/18  
Assistant County Attorney



**City of Cocoa Beach**  
P.O. Box 322430, 2 South Orlando Avenue  
Cocoa Beach, Florida 32932-2430  
[www.cityofcocoabeach.com](http://www.cityofcocoabeach.com)



January 22, 2018

Stacey Delano, Finance Director  
Florida's Space Coast Office of Tourism  
430 Brevard Avenue | Suite 150  
Cocoa, FL 32922

Re: Beach Maintenance Agreement

Dear Ms. Delano:

Attached is a copy of the Agreement for County Services which has been executed by James P. McKnight.

If you have any questions, please do not hesitate to call.

Sincerely,

Mary E. Turner  
Executive Assistant to City Manager