



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.8.

1/7/2020

Subject:

Permission to extend the existing Contract for Special Magistrate Services for Code Violation, Vested Rights, and Unlicensed Contractor Hearings while the Request for Qualifications is re-advertised.

Fiscal Impact:

\$125.00 per hour; estimated annual impact \$15,000.00

Dept/Office:

Central Services

Requested Action:

It is requested that the Board approve a 60-day extension to the existing contract for Special Magistrate Services for Code Violation, Vested Rights, and Unlicensed Contractor Hearings and authorize the Chair to sign the resulting contract extension upon review by the County Attorney's Office and Risk Management.

Summary Explanation and Background:

On February 12, 2019, the Board authorized advertising a Request for Qualifications for Special Magistrate Services to hold hearings for unlicensed contractors and vested rights cases; approved establishing Selection and Negotiation Committees consisting of John Denninghoff, Assistant County Manager, Tad Calkins, Planning and Development Director, and Jerry Visco, Human Resources Director, or their designee; and authorized the Chair to execute resulting contract upon review by the County Attorney's Office and Risk Management.

A Request for Qualification was advertised on April 11, 2019 for a period of 21 days in accordance with Policy. Upon completion of the required advertising time the County received no responses to the Request for Qualification.

The County has continued to utilize the services of Mr. Stewart B. Capps for Special Magistrate Services for Code Violations under the current contract. Mr. Capps is also serving as the alternate Special Magistrate for unlicensed contractor and vested rights hearings.

Staff has reached out to Mr. Capps to discuss his interest in extending the current contract under the same terms and conditions that is set to expire in February 2020. Mr. Capps agreed that he would be interested under the same terms and conditions.

Based on this information and the lack of responses to the initial Request for Qualifications for Unlicensed Contractor and Vested Rights Hearings, Staff is requesting the Board approve a contract extension based on

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the same terms and conditions while the Request for Qualifications Solicitation Package is revised to include Special Magistrate for Code Violations in conjunction with Unlicensed Contractor and Vested Rights Hearings and authorize the Chair to execute the contract extension which has been reviewed by the County Attorney's Office and Risk Management.

Clerk to the Board Instructions:

None



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Tammy.Rowe@brevardclerk.us

January 8, 2020

M E M O R A N D U M

TO: Steven Darling, Central Services Director

RE: Item F.8, Permission to Extend the Existing Contract for Special Magistrate Services for Code Violation, Vested Rights, and Unlicensed Contractor Hearings While the Request for Qualifications is Re-Advertised

The Board of County Commissioners, in regular session on January 7, 2020, granted a 60-day extension to the existing Contract for Special Magistrate Services for Code Violation, Vested Rights, and Unlicensed Contractor Hearings; and authorized the Chair to execute Contract Extension upon review by the County Attorney and Risk Management. Enclosed is the executed Agreement to Extend Existing Contract.

Upon execution by Stewart B. Capps, please forward a fully-executed 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 Rowe

Tammy Rowe, Deputy Clerk

\cmw

Encl. (1)

cc: Clerk to the Special Magistrate
Contracts Administration
Budget
Finance

AGREEMENT TO EXTEND EXISTING CONTRACT

THIS AMENDMENT TO THE CONTRACT, is made and entered into on this 7 day of January 2020, by and between the Board Of County Commissioners of Brevard County, Florida (the "County") and Stewart B. Capps ("Special Magistrate") having a business location at 325 Fifth Avenue, Suite 208, Indialantic, Florida 32903

WITNESSETH:

WHEREAS, the County previously entered into a Contract dated February 3, 2015 and first renewal dated February 3, 2016, second renewal dated February 3, 2017, third renewal dated February 3, 2018, and final renewal dated February 3, 2019 for the purposes of providing Special Magistrate Services to the County as a result of a competitive solicitation and evaluation of applications;

WHEREAS, the Parties desire to extend the Contract term for an additional sixty (60) days to provide sufficient time for solicitation and evaluation of applications for Special Magistrate Services.

NOW THEREFORE, the parties wish to extend the Contract dated February 3, 2019 as follows:


1. The term of the Contract executed by the parties effective February 3, 2019 shall be extended for sixty (60) days terminating on April 3, 2020.

2. All other terms and conditions of the Contract, which is incorporated herein by this reference, not inconsistent with the terms and provisions of this Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, the County and Company have executed this Contract as of the date first written above.

ATTEST:

By


Scott Ellis

Clerk of the Circuit Court

BOARD OF COUNTY COMMISSIONERS

OF BREVARD COUNTY, FLORIDA

By



Bryan Lober, Chair

Brevard County Commission

(As approved by the Board on January 7, 2020)

Reviewed for legal form and content:

By

Assistant County Attorney

Special Magistrate:

By

Stewart B. Capps