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August 5, 2020

M E M O R A N D U M

TO: Steven Darling, Central Services Director

RE: Item **F.14**, Permission to Issue Annual Supply Bids, Proposals, and Requests for Qualifications (FY2020/2021) and/or Negotiate Competitive Agreements

The Board of County Commissioners, in regular session on **August 4, 2020**, granted Purchasing Services approval to perform the following actions regarding the attached list of commodities and services for Fiscal Year 2020/2021: Solicit competitive bids, quotes, and/or negotiate competitive agreements and award to lowest responsive, responsible and most qualified vendor; solicit competitive proposals and Requests for Qualifications, establish selection and negotiation committees approved by the County Manager (or designee), and award contracts and/or open purchase orders with the highest ranked proposer(s); exercise renewal options upon evaluation of supplier performance and recommendation from user departments/offices, establishing that continuance of the contract is favorable prior to renewal of the agreement; and authorize the Chair to execute all contracts and contract related documents that exceed \$100,000 in total aggregate value, upon review and approval by the County Attorney's Office, Risk Management, and Purchasing Services. Enclosed is the list of commodities.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Kimberly Powell, Clerk to the Board

/sm

Encl. (1)

cc: County Manager
Purchasing Services
Risk Management
County Attorney
Budget
Finance

FOURTH AMENDMENT AND RENEWAL OF COURIER/POSTAL CONTRACT

THIS AGREEMENT made and entered into on the date of the last signature below by and between **RC TECH, INC.**, hereinafter referred to as "Contractor," and **BREVARD COUNTY, FLORIDA**, a political subdivision of the State of Florida, hereinafter the "County", together hereinafter known together as the "Parties".

WITNESSETH:

WHEREAS, the Parties hereto have previously entered into an Agreement for certain courier services on June 22, 2021 which is incorporated herein by this reference and hereinafter known as the "Agreement";

WHEREAS, the term of the Third Amendment and Renewal expires June 22, 2025;
and

WHEREAS, the original Agreement allowed four (4) renewals of one (1) year each;
and

WHEREAS, this is the fourth and final renewal of the Agreement; and

WHEREAS, the Parties hereto desire to renew and extend the term of said Agreement for an additional period of time and;

WHEREAS, the original Agreement allowed for an increase in rates no greater than the Consumer Price Index; and

WHEREAS, in order to offset the unexpected hardship of the increase in the cost of fuel and vehicle maintenance, the Parties desire to amend the contract to allow for a rate increase of 2.95%; and

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

1. The Price Sheet included as part of the Original Agreement is hereby replaced with the Amended Price Sheet, which is attached hereto as Exhibit A. The Contractor shall provide the County with monthly invoices for services in compliance with the Amended Price Sheet attached hereto.
2. Section 15 of the Agreement is hereby amended to include the following additional language:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTACT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS C/O KAREN DINATALE, 308 FORREST AVENUE, COCOA, FLORIDA 32922, (321)633-1801, kdinatale@brev.org.

3. That the previous Agreement between the parties is hereby extended in its term until June 21, 2026, under the same terms and conditions otherwise expressed therein.
4. That all terms and conditions of the previous Agreement, which is incorporated herein by this reference, not inconsistent with the provisions of this Agreement, shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have hereunto set their hands and seals by their duly authorized representatives on the date of the last signature below and bind their respective Party to the obligations contained herein.

ATTEST:

By: 

Rachel M. Sadoff, Clerk

BOARD OF COUNTY COMMISSIONERS OF
BREVARD COUNTY, FLORIDA

By: 

Rob Feltner, Chairman

As approved by the Board on 05/18/21

Reviewed for legal form and content:

By: 

Assistant County Attorney

CONTRACTOR:

By: 

Date: 04/07/2025

Exhibit A

Library Services Department
Postal & Courier Services
Price Sheet
2025-2026

COURIER SERVICE


1. Courier service to locations included in Courier Route. \$19,565.65 /month

POSTAL SERVICE

2. Cost of affixing postage to letter sized automation
Compatible mail.....\$ 0.10 /per piece; x 700 = \$70.00 /month
3. Cost of affixing postage to all other mail.....\$ 0.10 /per piece; x 400 = \$40.00 /month

TOTAL COST OF ITEMS 1 THROUGH 3.....\$ 19,675.65 /month

Vendor Name: RC Tech, inc.

Authorized Signature: 

Printed Signature: Robert Childers

Date: 03/31/2025