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RESOLUTION NO. 2016-24

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA; AUTHORIZING THE VILLAGE MANAGER TO EXTEND THE SERVICES OF MR. RICHARD L. DOODY, ESQ. FOR A PERIOD OF ONE (1) YEAR TO SERVE AS THE CODE ENFORCEMENT SPECIAL MASTER FOR THE VILLAGE OF PALMETTO BAY AT AN ESTIMATED ANNUAL COST OF \$15,000; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the powers granted by the Florida constitution, and applicable sections of Chapter 1666 of the Florida Statutes, the Mayor and Council adopted Ordinance No. 03-08 on June 2, 2003, creating a code enforcement chapter entitled, “ Code Enforcement Procedures”; and

WHEREAS, according to the rules and procedures set forth in Ordinance No. 03-08, the Mayor and Council have the power to appoint a Special Master provided that certain qualifications are met; and

WHEREAS, the Village published a Request for Qualifications (RFQ 2013-PZ-01) seeking proposals from qualified individuals or firms to provide Special Master Services for code compliance to the Village; and

WHEREAS, based on the qualifications detailed in the proposal submitted by Richard L. Doody, Esq., the Village appointed Mr. Doody as per Resolution No. 2013-54, to the position of Special Master for code compliance for a period not to exceed two (2) years with two (2) additional one (1) year options to extend; and

WHEREAS, the first of the two (2) extensions of the contract ends on June 10, 2016; and

WHEREAS, Mr. Doody is eligible for the first of one (1) more optional contract extension; and

WHEREAS, Mr. Doody has presided competently and consistently at the Village’s Special Master Hearings, and approval of the final one (1) year extended contract option would be appropriate in light of his service; and

WHEREAS, the contract provides for a minimum payment of three (3) hours of Special Master Services per month at a rate of \$100 an hour; and

WHEREAS, the estimated annualized total cost of Special Master Services based upon prior years is approximately \$15,000 and said amount has been budgeted.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

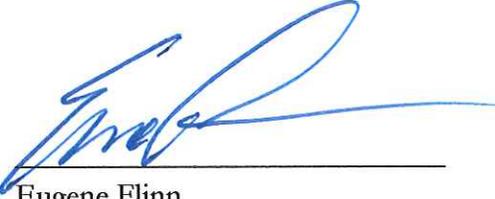
Section 1. The above recitals are included herein by reference.

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Section 2. In accordance with the rules and procedures of Ordinance No. 03-08 and Resolution No. 2013-54, Richard L. Doody, Esq., is hereby reappointed to serve as Special Master for the Village of Palmetto Bay, for a one (1) year period.

Section 3. This Resolution shall take effect immediately upon approval.

PASSED and ADOPTED this 4th day of April, 2016

Attest:  
Meighan Alexander Eugene Flinn
Village Clerk Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY ONLY:


Dexter W. Lehtinen
Village Attorney

FINAL VOTE AT ADOPTION:
Council Member Karyn Cunningham YES
Council Member Tim Schaffer YES
Council Member Larissa Siegel Lara YES
Vice-Mayor John DuBois YES
Mayor Eugene Flinn YES

RICHARD L. DOODY, ESQ., P.A.

Mailing Address:
Richard L. Doody, Esq. P.A.
P.O. Box 11511
Fort Lauderdale, Fl 33339 – 1511

Office Address:
2787 East Oakland Park Boulevard
East Landmark Building, Suite 314
Fort Lauderdale, Fl 33306

Litsy C. Pittser
Procurement Specialist
Village Hall, Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, Florida 33157

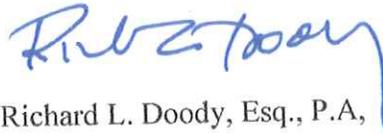
March 2, 2016

Re: Special Magistrate Contract with Richard L. Doody Esq. P.A.

Dear Litsy:

Enclosed please find an acceptance of the Village's offer to extend the existing contract for Special Magistrate services. Thanks for your help with this matter, if you have any questions please let me know.

Regards,



Richard L. Doody, Esq., P.A.



VILLAGE OF PALMETTO BAY

March 2nd, 2016

Richard L. Doody, ESQ., P.A.
PO BOX 11511
Ft. Lauderdale, FL 33339

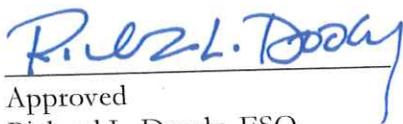
Re: Contract with Richard L. Doody, ESQ., P.A., for Special Master Services

Dear Mr. Doody,

On June 3rd, 2013, Village Council of Palmetto Bay adopted Resolution No. 2013-54, which approved your contract pursuant to RFQ 2013-PZ-001, relating to Special Master Services for the Village of Palmetto Bay. Section 3.1, Commencement Day and Term, of the contract provides for an initial two (2) year term with two (2) additional one (1) year extensions. Your first extension is to expire on June 11, 2016 and the Village is now extending to you the offer to exercise the last one (1) year extension option. If you accept the contract extension, the final year of the contract shall begin June 11, 2016, and end on June 10, 2017. Should you accept, the extension request shall be heard by the Mayor and Village Council for their consideration.

Please indicate your company's concurrence of this contract continuance option below and return to our office with a copy of your company's most recent certificate of insurance. Should you need further information, please feel free to contact 305-259-1234.

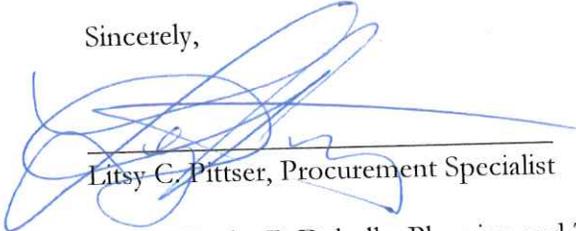
Richard L. Doody, ESQ., P.A.



Approved
Richard L. Doody, ESQ.
Owner

Disapproved
Richard L. Doody, ESQ.
Owner

Sincerely,



Litsy C. Pittser, Procurement Specialist

Cc: Darby P. Delsalle, Planning and Zoning Director

**CONTRACT BETWEEN THE VILLAGE OF PALMETTO BAY
AND MR. RICHARD L. DOODY, ESQ.**

This contract is made and entered into this 11th day of July, 2013, between the Village of Palmetto Bay (Village), a Florida municipal corporation, located at 9705 East Hibiscus Street, Palmetto Bay, Florida 33157 and Mr. Richard L. Doody, Esq., individually, located at the Law Offices Richard L. Doody, Esq., P.A., 800 East Broward Boulevard, Suite 710, Cumberland Building, Fort Lauderdale, Florida 33301 (Contractor).

WITNESSETH:

WHEREAS, the Village issued a Request for Qualifications (RFQ) for Special Master Services and the Contractor is the sole bidder and qualified candidate to provide services; and,

WHEREAS, Mr. Doody was selected by the Village Council to be the Special Master for the Village; and,

WHEREAS, the Village desires to engage and retain the services of the Contractor to perform Special Master Services as described in this contract and the Contractor desires to accept the engagement; and,

NOW THEREFORE, in consideration of the sum of \$10.00 the mutual promises and covenants contained in this contract, and for other good and valuable consideration, the receipt and legal sufficiency of which is acknowledged by both parties, the parties agree as follows.

1. WHEREAS CLAUSES

1.1. The above whereas clauses are incorporated and made a part of this contract.

2. STATEMENT OF WORK

2.1 The statement of work for this project shall be as provided in the RFQ for Special Master Services, which is attached as Exhibit 1, and is incorporated and made a part of this contract. In the event of any conflict, the terms of this contract will govern over the provisions of any incorporated documents.

3. COMMENCEMENT DATE AND TERM

3.1 The term shall commence upon the date of the execution of this contract and expire in two (2) years. Upon the expiration of two (2) years of service, the Contractor may be reappointed for two (2) additional one (1) year options to extend, provided that such reappointment be recommended by the Village Manager and be approved by a majority vote of the Village Council.

3.2 Work shall commence upon the issuance of a written task order by the Village. Work shall proceed in substantial compliance with the schedule of services contained in the statement of work.

4. PAYMENT

4.1 The Village shall pay the Contractor \$100.00 per hour as provided in the RFQ, which is attached as Exhibit 1. The parties agree that the Contractor shall be entitled to a minimum of three billable hours in any month in which the Contractor is required to attend at least one hearing, meeting, or preceding as part of Contractor's Special Master duties.

4.2 The Village shall not be liable to pay, and shall not pay, charges for extra work, delay charges, or additional work, unless the Village's contract officer specifically authorizes the extra or additional work, in a written task order before the commencement of the work.

5. TRANSFER AND ASSIGNMENT



Village


Contractor

5.1 None of the work or services under this contract shall be subcontracted unless the Contractor obtains prior written consent from the Village. Approved subcontractors shall be subject to each provision of the contract and the Contractor shall be responsible and indemnify the Village for all subcontractors' acts, errors or omissions.

5.2 The Contractor shall not assign, transfer or pledge any interest in this contract without the prior written consent of the Village; provided, however, that claims for money by the Contractor from the Village under this contract may be assigned, transferred or pledged to a bank, trust company, or other financial institution without the Village's approval. Written notice of any assignment, transfer or pledge of funds shall be furnished within 10 days by the Contractor to the Village.

6. MODIFICATIONS-CHANGE ORDERS

6.1 The Village may, at any time, by written change order make changes to the scope of work, and to the means and methods of performing the performance that does not alter the scope of work. Changes, including any increase or decrease in the amount of the Contractor's compensation, shall be incorporated in written amendments to this contract.

6.2 If any changes cause an increase or decrease in the price charged, the maximum amount of the contract, or the time required for conditions of this contract, the Village shall make an equitable adjustment to the maximum amount, the price(s), the delivery schedule, or other affected terms, and shall modify the contract with a written change order.

7. TERMINATION FOR DEFAULT

7.1 Either party may terminate this contract prior to the expiration of the initial term or any subsequent renewal term on account of a material breach of this contract by the other party, which has not been cured within 10 days from the date of receipt of written notice of breach from the party seeking termination.

7.2 Termination shall be effective as of the end of the notice period in the case of any uncured material breach.

7.3 The Contractor may terminate this contract prior to the expiration of the initial term or any subsequent renewal term upon not less than 10-days prior written notice to the Village in the event that the Contractor is unable to complete the services identified in paragraph 2.1 due to causes beyond the Contractor's control.

7.4 The Village shall have no liability to the Contractor for future profits or losses in the event of termination for default.

7.5 The rights and remedies of the Village provided in this provision shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

7.6 Should the Contractor provide the Village with written notice of cancellation of contract, the Contractor will be required to refund a pro-rata share of the compensation identified in paragraph 4.

8. TERMINATION FOR DELAY

8.1 If the project is suspended or the Contractor's services are delayed by the Village for more than 30 consecutive days, the Contractor may terminate this contract by giving not less than 10 days written notice.

8.2 The liability of the Village upon termination by the Contractor for suspension or delay of the project shall be for the value of services performed pursuant to the schedule contained in the statement of work rendered by the Contractor to the time of termination by the Contractor. The Village shall not be liable for future profits or losses.

9. TERMINATION FOR CONVENIENCE



Village


Contractor

9.1 The Village may terminate this contract for convenience at any time by giving 10 days notice in writing to the Contractor. The Contractor will be paid for the value of services performed pursuant to the schedule contained in the statement of work, up to and including the termination date. The Contractor will be permitted to complete on-going investigations and shall be paid for all satisfactory work completed. The Village shall not be liable for future profits or losses.

9.2 In the event that the Village improperly terminates the contract for default under paragraph 7, the termination shall be deemed a termination for convenience under this paragraph.

10. TERMINATION FOR LACK OF FUNDS

10.1 Notwithstanding any other provisions of the contract, if the funds anticipated by the Village for the for the payment of work under this contract are at any time not forthcoming, through the failure of the Village to appropriate funds, the failure of Miami-Dade County, the Florida Legislature, or the U.S. Congress to appropriate funds, or the refusal of the administrative branch of the federal or county government to release funds, or due to any other reason for the unavailability of funds in succeeding fiscal years, or the discontinuance or material alteration of the program under which funds are to be provided, the Village shall have the right to terminate the contract without penalty by giving not less than 10 days written notice of the lack of available funding

10.2 In the event the Village declines to appropriate funds for payment of the contract for future fiscal years, the Contractor shall be paid for work performed under the contract with funds that are appropriated for the current fiscal year. The liability of the Village to the Contractor shall be limited to the obligation to budget and appropriate funds for work performed during the current fiscal year.

10.3 For any portion of the work that is funded by county, state or federal appropriations or grants, the liability of the Village to the Contractor shall be limited to payment for services when payment is received by the Village from the county, state or federal authority. The Village shall submit all required documents requesting payment within a reasonable time. The Village shall not be liable to the Contractor for work performed in the event that payment is not received by the Village from the county, state or federal funding authority. This is a pay-when-paid clause.

11. INTEREST PAYMENTS DUE TO LATE PAYMENT

11.1 The Village shall make payment to the Contractor within 30 days of receipt of the original written invoice and sufficient backup documentation and acceptance of the work by the Village. Interest shall accrue on unpaid invoices as provided by Section 218.74, Florida Statutes.

11.2 The Contractor shall not be entitled to any carrying charges or finance fees due to late payment by the Village.

12. LIENS

12.1 The Contractor, subcontractors, suppliers and laborers are prohibited from placing a lien on Village's property.

13. INDEPENDENT CONTRACTOR

13.1 The Contractor is furnishing its services as an independent contractor and nothing in this contract shall create any association, partnership or joint venture between the parties, or any employer-employee relationships.

14. INDEMNIFICATION

14.1 The Contractor shall defend, indemnify and hold the Village harmless from any and all claims, liability, losses, expenses and causes of action arising solely out of any intentional misconduct or negligence.

15. MEDIATION

15.1 Any claim or dispute arising out of or related to this contract shall be subject to informal mediation as a condition precedent to the institution of legal or equitable proceedings by either party. Both parties waive any right to arbitration.

15.2 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Miami-Dade County, Florida, unless another location is mutually agreed upon.

15.3 Contracts reached in mediation shall be enforceable as settlement contracts in the Circuit Court for the 11th Judicial Circuit for the State of Florida.

16. JURISDICTION AND VENUE

16.1 For the purposes of this contract, Florida law shall govern the terms of this contract. Venue shall be in Miami-Dade County, Florida.

17. SOVEREIGN IMMUNITY AND ATTORNEY'S FEES

17.1 The Village does not waive sovereign immunity for any claim for breach of contract or for an award of prejudgment interest; provided, however, that in any action arising out of or to enforce this contract, the prevailing party shall be entitled to its reasonable attorney's fees and costs.

18. NOTICES

18.1 All notices given or required under this contract shall be deemed sufficient if sent by certified mail, return receipt requested, to the addresses of the Contractor and to the Village specified in this contract, unless either party shall specify to the other party a different address for the giving of the notices.

19. CONTRACTING OFFICER REPRESENTATION

19.1 For the purposes of this contract, the contracting officers are as follows:

To the Village: Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, Florida 33157
Attention: Village Manager

To the Contractor: Law Offices Richard L. Doody, Esq., P.A.
800 East Broward Boulevard
Suite 710, Cumberland Building
Fort Lauderdale, Florida 33301
Attention: Richard L. Doody, Esq.

20. EXAMINATION AND RETENTION OF CONTRACTOR'S RECORDS

20.1 The Village, or any of their duly authorized representatives, shall, until 3 years after final payment under this contract, have access to and the right to examine any of the Contractor's books, ledgers, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.



Village


Contractor

20.2 The right to access and examination of records in subparagraph 24.1 shall continue until disposition of any mediation, claims, litigation or appeals.

21. OWNERSHIP OF DOCUMENTS

21.1 All documents, reports, plans, specifications or other records, including electronic records, resulting from the professional services rendered by the Contractor under this contract shall be deemed the property of the Village and the Village shall have all rights incident to this ownership. The Contractor acknowledges that all documents prepared under this contract shall be public records, and shall be subject to the public inspection and copying, as provided by Florida Statutes chapter 119. Upon conclusion of this contract and any extensions, all documents shall be delivered by the Contractor to the Village. The Contractor shall have the right to retain copies of the documents at the Contractor's expense.

22. SEVERABILITY

22.1 Should any paragraph or any part of any paragraph of this contract be rendered void, invalid or unenforceable by any court of law, for any reason, the determination shall not render void, invalid or unenforceable any other section or part of any section of this contract.

23. ENTIRE CONTRACT

23.1 The contract, when signed by all of the parties, constitutes the full and complete understanding and contract of all parties and may not be in any manner interpreted or fulfilled in contradiction of its express terms. This contract and the incorporated attachments constitute the entire understanding between the parties and integrates by its terms all previous contracts or understandings, oral or written, between the parties.

24. CONTINGENCY FEE AND CODE OF ETHICS WARRANTY

24.1 The Contractor warrants that neither it, nor any principal, employee, agent, representative or family member has promised to pay, and the Contractor has not, and will not; pay a fee the amount of which is contingent upon the Village awarding this contract to the Contractor.

24.2 The Contractor warrants that neither it, nor any principal, employee, agent, representative or family member has procured, or attempted to procure, this contract in violation of any of the provisions of the Miami-Dade County or the Village of Palmetto Bay conflict of interest and code of ethics ordinances.

24.3 A violation of this paragraph will result in the termination of the contract and forfeiture of funds paid, or to be paid, to the Contractor.

25. WARRANTY OF AUTHORITY

25.1 The signatories to this contract warrant that they are duly authorized by action of their respective Village commission, board of directors or other authority to execute this contract and to bind the parties to the promises, terms, conditions and warranties contained in this contract.

26. MISCELLANEOUS

26.1 In the event a court must interpret any word or provision of this agreement, the word or provision shall no be construed against either party by reason of drafting or negotiating this agreement.

[Signature Page to follow].



Village

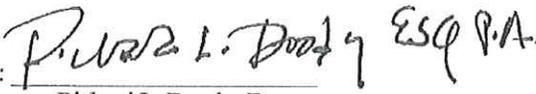

Contractor

IN WITNESS WHEREOF, the parties hereto, acting through their duly authorized officers, have executed this contract as of the date first above written.

The Village of Palmetto Bay

Contractor

By: 
Ron E. Williams,
Village Manager

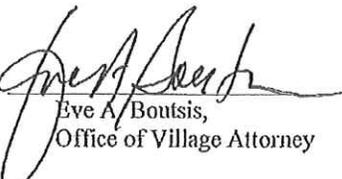
By:  ESQ P.A.
Richard L. Doody, Esq.

ATTEST:

VILLAGE CLERK

By: 
Meighan J. Rader,
Village Clerk

Approved as to form:

By: 
Eve A. Boutsis,
Office of Village Attorney


Village

Contractor

RESOLUTION NO. 2013-54

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO PLANNING AND ZONING AND RFQ-2013-PZ-01; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE CONTRACT BETWEEN THE VILLAGE OF PALMETTO BAY AND RICHARD L. DOODY, ESQ., PA, FOR SPECIAL MASTER SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the powers granted by the Florida Constitution, and applicable sections of Chapters 162 and 166 of the Florida Statutes, the Mayor and Council adopted Ordinance No. 03-08 on June 2, 2003, creating Article VII, Sections 2-204 through 2-300 entitled, "Code Compliance Procedures"; and,

WHEREAS, the Village requires the assistance of a qualified vendor to implement the "Code Compliance Special Master Services" program to ensure proper municipal adjudication of Village code compliance cases; and,

WHEREAS, according to the rules and procedures set forth in Section 2-204 of the Village's Code, the Mayor and Council have the power to appoint a Special Master provided that certain qualifications are met; and,

WHEREAS, previously the Village issued a Request for Qualifications for Special Master services, and issued a contract award in July of 2009 via Resolution 09-57; and,

WHEREAS, the Special Master Contract is scheduled to expire in July of 2013; and,

WHEREAS, in an effort to once again obtain qualified special master services, the Village issued RFQ-2013-PZ-01, in accordance with established guidelines; and,

WHEREAS, the Village desires to select the most responsive and cost-effective qualified proposer to provide services as delineated in the request for qualifications; and,

WHEREAS, Richard L. Doody, Esq., PA, was determined to be the most responsive and cost-effective proposed vendor; and,

WHEREAS, on May 6, 2013, the Mayor and Village Council approved the selection of Richard L. Doody, Esq., PA, as the most responsive proposer and authorized the Village Manager to begin negotiations with Mr. Doody so as to present a finalized contract to the Village Council at an upcoming meeting; and,

WHEREAS, the Village Manager and Richard L. Doody, Esq., PA, have completed those negotiations and the contract is now being brought back to the Mayor and Village Council for approval; and,

WHEREAS, the Mayor and Village Council desire to approve the contract between the Village and Richard L. Doody, Esq., PA.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

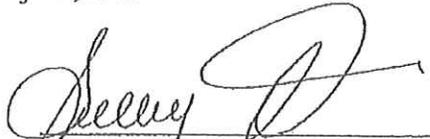
Section 1. The Village of Palmetto Bay Mayor and Council hereby approves the contract between the Richard L. Doody, Esq., PA, to provide special master services pursuant to RFQ No. 2013-PZ-01. A copy of the contract is attached hereto as Exhibit A.

Section 2. This Resolution shall take effect immediately upon approval.

PASSED AND ADOPTED this 3rd day of June, 2013.

Attest:


Meighan J. Alexander
Village Clerk


Shelley Stanczyk
Mayor

APPROVED AS TO FORM:


Eve A. Boutsis
Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore	<u>YES</u>
Council Member Tim Schaffer	<u>YES</u>
Council Member Joan Lindsay	<u>YES</u>
Vice-Mayor John DuBois	<u>YES</u>
Mayor Shelley Stanczyk	<u>YES</u>