



# Pinellas County

## Staff Report

Approved by the County Administrator 9/11/2024

**File #:** 24-0827D, **Version:** 1

**Agenda Date:** 9/30/2024

### **Subject:**

First Amendment to the Agreement with Joe Payne, Inc. d/b/a JPI for Building and Development Review On-Call Services.

### **Recommended Action:**

Approval and execution by the County Administrator of the First Amendment to the Agreement with Joe Payne, Inc. d/b/a JPI (JPI) for Building and Development Review On-Call Services.

- This contract provides on-call professional review services to support BDRS operations.
- This first amendment establishes that pricing and payment terms are subject to the fee schedule as per Exhibit D (price sheets) and not to a \$200,000.00 per year cap. BDRS cannot spend more than \$400,000 over the 24-month term as per Board of County Commissioner (BCC) award on July 18, 2023.
- JPI is one of three vendors that were awarded the contract in the combined total amount of \$1,100,000.00.
- There is no fiscal impact associated with this First Amendment as the award amount over the 24-month term has not changed.
- Funding for this agreement is budgeted in the FY24 budget. As well, the Department has available lapse savings to pay for this contract. The same is true in the FY25 Proposed Budget. The agreement has a fiscal non-funding clause, should this portion of the budget not be approved.

Contract No. 23-0482-P in the current total not to exceed amount of \$400,000.00 with JPI and a combined not to exceed of \$1,100,000.00 with all three vendors. No change to the contract amount.

### **Strategic Plan:**

#### 2.1 Ensure Public Health, Safety and Welfare

Provide planning, coordination, prevention, and protective services to create and enhance a safe, secure, and healthy community

### **Summary:**

This first amendment removes the annual not-to-exceed limit of \$200,000.00 from the pricing and expenditures cap of the agreement.

This contract provides on-call professional services to support the BDRS operations. The intent is to utilize one or more firms to augment County BDRS operations on an "as needed" basis to provide building plan examining services or building inspection and engineering site plan review services as demand warrants.

### **Background/Explanation:**

On July 18, 2023, the Board of County Commissioners approved this contract in the amount of \$400,000.00 with JPI for a twenty-four-month term. This is one of three vendors that were awarded the contract in the combined total amount of \$1,100,000.00.

**Fiscal Impact:**

No Fiscal Impact

**Delegated Authority:**

Authority for the County Administrator to approve this contract and execute the Agreement is granted under Code Section 2-62(a)(2).

**Staff Member Responsible:**

Kevin McAndrew, Director, Building and Development Review Services and Code Enforcement

Merry Celeste, Purchasing Director, Administrative Services

Joe Lauro, Director, Administrative Services

**Partners:**

N/A

**Attachments:**

First Amendment