



## Legislation Text

---

File #: 140230., Version: 1

---

### **Request for Proposals for the Special Magistrate for Code Enforcement (B)**

**This item involves a request for the City Commission to approve staff's ranking of applicants for Special Magistrate for Code Enforcement services.**

On June 19, 2014, the City's Purchasing Division received four proposals from candidates for the Special Magistrate for Code Enforcement. On August 7, 2014, the bid evaluation team for the Special Magistrate for Code Enforcement Request for Proposals (RFP) received oral presentations for RFP#: CODE-140041-PJ. Staff evaluated the qualifications of the respondents and ranked the top three; however, the top ranked respondent removed herself from consideration due to a dual-office holding issue. As a result, staff has ranked the remaining two respondents as follows:

1. Attorney Charles B. Koval with Dell Graham, P.A.
2. Attorney Jefferson Braswell with Scruggs & Carmichael, P.A.

The evaluation team is recommending negotiation with the top two respondents, in the order of ranking, Attorney Charles B. Koval with Dell Graham, P.A, as primary Special Magistrate and Attorney Jefferson Braswell with Scruggs & Carmichael, P.A, as alternate Special Magistrate. There will be one contract with the primary Special Magistrate and one contract with the alternate Special Magistrate, in the event of conflict or absence of the primary Special Magistrate. The City Commission will be asked to authorize by Resolution the Special Magistrate(s) for Code Enforcement to act in lieu of the Code Enforcement Board commencing on October 1, 2014, during the evening session of this City Commission meeting.

Funding in the amount of \$20,000 is included in the FY2015/16 budget.

The City Commission: 1) approve the staff recommendation of the ranking of respondents; 2) authorize the City Manager or designee to negotiate with the top two respondents, in the order of ranking, and execute all contract documents for a primary and an alternate Special Magistrate for Code Enforcement, subject to approval by the City Attorney as to form and legality.