



TO: Honorable Mayor & Members of the Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: June 3, 2014

TITLE: Motion to award a one-year contract for concession services – Request for Proposal (RFP) 545-11383 - \$55,000 (revenue)

Recommendation

It is recommended that the City Commission award a one-year contract for concession services to Professional Concessions, Inc. (PCI) utilizing the City’s Contract (Form P-0001) in substantially the form attached in the estimated annual revenue amount of \$55,000 and authorize the City Manager to approve three, one-year renewal options.

Background

PCI is the current provider of services for Mills Pond Park and has operated concession services at War Memorial Auditorium, Fort Lauderdale Stadium and numerous City special events. PCI is a Fort Lauderdale based company in their twenty-fourth year of operating food, beverage and merchandising accounts in Broward, Palm Beach and Miami-Dade counties.

PCI will be making the following capital improvements to the existing concession structure during the first three months of the contract.

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|--|-----------------|
| • Install three lighted outdoor ceiling fans under existing awning | 975.00 |
| • Electrical work for ceiling fan installation | 1,078.00 |
| • Install three new LED flat screen TV sets | 843.00 |
| • Provide two new 8ft picnic tables to match existing | 1,895.00 |
| • Provide two new hex tables in front of existing deck area | 1,620.00 |
| • Provide six outdoor umbrellas for hex seating tables | <u>1,724.00</u> |
| Total | \$ 8,135.00 |

In addition, capital improvements in the amount of \$3,000 for years 2, 3 and 4 of the contract will also be completed. This will total \$9,000 for years 2 thru 4.

RFP 545-11383 was released on March 5, 2014. Upon the scheduled opening date of April 2, 2014, a single proposal was received. In an attempt to obtain additional competitive proposals, the opening date was extended. One additional vendor, Gino's Italian Market, was initially interested but ultimately chose not to respond and would not respond to staff's inquiry.

The RFP was opened on April 9, 2014 with the single proposal received. PCI has met all requirements of the RFP specifications and has been deemed the single, responsive and responsible proposer.

Resource Impact

There will be a positive fiscal impact to the City in the amount of \$55,000.

Strategic Connections:

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included with in the Internal Support Cylinder of Excellence, specifically advancing:

- Goal12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management.

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We Are United*.

Attachments

Exhibit 1 – Bid Tabulation 545-11383

Exhibit 2 – PCI Proposal

Exhibit 3 - Agreement

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Department Director: Phil Thornburg, Parks and Recreation