



**INDIAN RIVER COUNTY, FLORIDA
MEMORANDUM
DEPARTMENT OF GENERAL SERVICES
SANDRIDGE GOLF**

Date: July 08, 2022
To: The Honorable Board of County Commissioners
Thru: Jason E. Brown, County Administrator
Michael C. Zito, Assistant County Administrator
From: Bela Nagy, Director of Golf
Subject: Request for Purchase Order Increase for Roger Cleveland Golf Inc.

DESCRIPTION AND CONDITIONS:

Sandridge Golf Club operates a Pro Shop that sells merchandise to patrons of the golf course. This fiscal year, Pro Shop sales have increased 12% over last year and 39% from two years ago to record numbers. Roger Cleveland Golf Inc. is one of the vendors used to purchase goods at wholesale prices to sell at retail in the Pro Shop. Blanket Purchase orders are issued at the request of using departments to enable as needed purchases over the course of the fiscal year. The Purchasing Manager may approve purchase orders up to \$35,000 (not associated with a bid or contract), and the Administrator is authorized in Section 105.01 of the County Code to approve purchase orders up to \$75,000.

As referenced by the Purchasing Manager's January 24, 2022 memorandum to the Board, "The needs of some departments may exceed the Administrator's approval authority during the course of the fiscal year. Many of these purchases reflect needs that are not easily addressed through the bid process."

This year, Roger Cleveland Golf Inc. sales have increased by 30% due to the fact that other companies are not able to deliver clubs, balls, golf bags and headwear due to supply chain issues. Pro Shop sales continue to increase year after year and are up 14% over last year's record year which saw \$476,512.00 in total sales which was a 23% increase over 2020-21 fiscal year. Accordingly, the Purchase Order for Cleveland Golf has accumulated to \$83,000 to cover this current fiscal year and will need to be increased by the authority of the Board of County Commissioners as it will now exceed the County Administrator's authority by \$8,000.

FUNDING:

Funding in the amount of \$8,000.00 is available in Pro Shop Inventory account # 418-142000.

RECOMMENDATION:

Staff recommends the Board approve increasing the Purchase Order #91110 with Roger Cleveland Golf Inc by \$8,000.00 for a total of \$83,000.00 for the purchase of inventory.

APPROVED AGENDA ITEM FOR JULY 12, 2022