

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: August 2, 2022

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Award of RFP 2022059 for Concession Services

BACKGROUND:

On behalf of the Parks and Recreation Division, a Request for Proposals (RFP) was issued for qualified food service vendors capable of providing mobile food concession services (“Concession”), primarily at North County Aquatic Center (“NCAC”), Gifford Aquatic Center (“GAC”), Intergenerational Recreation (“IG”) Facility, Dick Bird Park, and Fran B. Adams Park. Additional sites and events may be added, as needed. The services are needed to fill the demand for food, beverages and snacks at the various facilities during scheduled hours of operation and/or special tournaments and events.

RFP RESULTS:

Advertising Date:	June 24, 2022
RFP Opening Date:	July 20, 2022
Solicitation Broadcast to:	116 Subscribers
RFP Documents Requested by:	4 Firms
Replies:	1 Firm (Treasure Coast Concessions)

ANALYSIS:

A selection committee comprised of Beth Powell, CPRP, Parks and Recreation Director, David Smith, Aquatic System Manager, Joe Tilton, Recreation Programs Manager, Gustavo Vergara, Assistant Parks and Recreation Director, and Paige Devling, Recreation Facilities Supervisor independently reviewed the received proposal in accordance with the RFP document and Purchasing Manual. The committee then met to discuss the proposal, and agreed the sole proposer met the RFP requirements, and is qualified to complete the project.

Treasure Coast Concessions (“TCC”) has been providing concession services at various County facilities for 10 years, primarily at the NCAC. Staff has been satisfied with the performance of TCC and expects that level of service to continue under this agreement.

The term of award is proposed at three years, with two one-year renewals available.

FUNDING:

There are no expenses to the County in relation to this agreement. Revenues for the flat fee concession payments will be deposited in the following accounts:

Facility	GL Account	FY Revenue to Date	Anticipated Revenue next FY
Gifford Aquatic Center	004034 -347280	\$472	\$5,000
North County Aquatic Center	004034 -347272	\$2,362	\$20,250
Intergeneration Facility	004034 -347282	\$966	\$2,400
North County Ballfields	004034 -347276	\$107	\$780
Dick Bird Ballfields	004034 -347273	\$1,118	\$2,400
Special Events	004034 -347277	\$15	\$1,000

RECOMMENDATION:

Staff recommends the Board award RFP 2022059 to Treasure Coast Concessions, approve the sample agreement, and authorize the Chairman to sign after the County Attorney has approved it as to form and legal sufficiency, and after receipt and approval of the required insurance by the Risk Manager, and after the Concessionaire has provided evidence of enrollment in E-verify.

ATTACHMENT

Sample Agreement