

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

DATE: March 20, 2019

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Budget Director

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Ranking of Firms and Authorization to Negotiate – RFP 2019015 for
Concession Services at County Recreation Facilities

BACKGROUND:

On behalf of the Recreation Division, a Request for Proposals (RFP) was advertised for Concession Services at County facilities. Concession services are primarily needed at the North County Aquatic Center, Gifford Aquatic Center, Intergenerational Recreation Facility, Dick Bird Park, and Fran B. Adams Park, however additional County sites and events may be added, as needed. The previous agreement was awarded by the Board on July 17, 2012.

RFP RESULTS:

Advertising Date: January 6, 2019
RFP Opening Date: February 5, 2019
DemandStar Broadcast to: 64 Subscribers
Replies: 1 Firm

ANALYSIS:

The single response was submitted by the previous contract holder, Treasure Coast Concessions. A selection committee comprised of Mike Redstone, Recreation Manager, Kevin Kirwin, Director of Parks and Conservation Resources, David Smith, Aquatics Manager and Rich Nalbandian, IG Venue Manager independently evaluated and scored the submitted proposal in accordance with the RFP and the County Purchasing Manual.

At a meeting on March 20, 2019, the committee determined Treasure Coast Concessions proposal to be responsible and the firm qualified to provide the requested services.

FUNDING:

No funding is required through the award of this proposal. All proceeds from the resulting agreement will be deposited into the appropriate facility concessions account. Reported revenue for FY 17/18 was \$15,563.11.

RECOMMENDATION:

Staff recommends the Board approve the committee's acceptance of the single proposal and authorize negotiations with Treasure Coast Concessions, with an agreement to be brought to the Board for approval.

For April 2, 2019