



## Cover Memorandum/Staff Report

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**File #:** 25-1053

**Agenda Date:** 9/15/2025

**Item #:** 6.J.7.

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**TO:** Mayor and Commissioners  
**FROM:** Samuel Metott, Director, Parks and Recreation  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** September 15, 2025

APPROVAL OF RESOLUTION NO. 185-25 TO AWARD A MASTER CONTRACTOR/SERVICES AGREEMENT WITH REP SERVICES, INC. FOR PARK EQUIPMENT AND PARTS UTILIZING CLAY COUNTY ITB 23/24-074 IN THE AMOUNT OF \$134,865.69

**Recommended Action:**

Motion to approve Resolution No. 185-25 to award a Master Contractor/Services Agreement with Rep Services, Inc. for Various Equipment and Amenities utilizing Clay County ITB 23/24-074 in the amount of \$134,865.69.

**Background:**

On July 24, 2024, the Clay County Board of County Commissioners approved ITB 23/24-074 Various Equipment and Amenities for the purchase of various equipment and amenities for parks and playgrounds and to establish firm, fixed percentage off manufacturer's and/or bidder's current catalog/supply/product information price list, after applying the above requested discount for purchase, for the installation of various equipment and amenities for parks and playgrounds as needed.

The pavilion at Mike Machek Boy Scout Park has exceeded its useful life and requires replacement. The City would like to utilize the contract to replace the pavilion at the same terms and conditions, and pricing. Utilizing the contracted pricing for this equipment will streamline the purchasing process in addition to cost savings realized by leveraging the discounted pricing offered in the agreement.

**Attachments:**

1. Resolution 185-25
2. Legal Review Checklist
3. Master Services Agreement
4. Clay County Solicitation
5. Clay Count Agreement
6. REP Services Discount Sheet
7. Exhibit A Quote
8. Exhibit B Insurance Requirement

**City Attorney Review:**

Approved as to form and legal sufficiency

**Funding Source/Financial Impact:**

117-72-772-572.46-40; Recreation Impact; Repair and Maintenance

**Timing of Request:**

Timely approval is requested.